



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

675
June 2, 2023

OFFICE MEMORANDUM

QAD- 2023- **327**

**PROGRESS MONITORING OF PROGRAM, PROJECTS, AND ACTIVITIES (PAPs)
IN PROGRAM MANAGEMENT INFORMATION SYSTEM (PMIS)**

To: Assistant Regional Director
Functional Division Chiefs
All Others Concerned

1. Program Management Information System (PMIS) is a web-based information system designed to improve DepEd's progress monitoring of the status of program and project implementation. It will provide quality, relevant, and timely information that can be used for planning and budgeting, results monitoring and evaluation, and for policy decisions across governance levels.
2. In view thereof, this office, through the Quality Assurance Division (QAD), reminds and informs all Regional Operating Units (ROUs) to prepare and upload the Approved Work and Financial Plans (WFP) in PMIS prior to the utilization of allocated funds indicated in the General Appropriation Act (GAA) and downloaded Program Support Funds (PSF) in the Program Management Information System (PMIS) to increase transparency and efficient management in monitoring the progress of Programs, Projects, and Activities (PAPs) delivery in terms of physical accomplishments of the output activities and the utilization of funds.
3. The unobligated GAA or PSF at the end of the current year is considered a continuing fund in the succeeding year and subject to allocation by the Budget Officer. The concerned ROUs shall be responsible in the preparation of the WFP in adherence to any implementing guidelines that accompany the downloaded PSF pertaining to its utilization.
4. For downloaded funds that are not intended as program support fund or subsidy the concerned ROU is required to submit the Approved Offline Supplemental WFP to QAD indicating therein the specific activities and output indicators in the appropriate Key Result Areas (KRAs) with the budget allocation requirements. This intends to account the physical accomplishment that will be part of evaluation of Office performance.
5. The financial requirements of all ROUs initiated activities shall be charged against the budget allocation for the effective and efficient utilization of funds gearing toward the attainment of the desired office outcome. Thus, participation of activities that directly contribute to the planned outputs shall be observed in all offices.



6. Moreover, all PAPs focal persons or in-charge shall prepare and submit the Quarterly Program Implementation Review (PIR) Report with Monitoring and Evaluation (M&E) Plan.
7. All provision stipulated in Office Memorandum No. 135, s 2023 and 313 s. 2022 shall remain in force and effect.
8. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director 

QAD-JGG

Enclosures: None
References: DepEd Order No. 011 s. 2021

To be indicated in the Perpetual Index under the following subjects:

EVALUATION MONITORING ORGANIZATION PERFORMANCE

