



Republic of the Philippines
Department of Education
 Region VI-Western Visayas
SCHOOLS DIVISION OF CAPIZ

July 24, 2023

DIVISION MEMORANDUM

No. **347**, s. 2023

**MONITORING ACTIVITIES
 ON THE IMPLEMENTATION OF NATIONAL LEARNING CAMP (NLC)**

To: OIC, Office of the Assistant Schools Division Superintendent
 Chief Education Supervisor, CID
 OIC, Office of the Chief Education Supervisor, SGOD
 Education Program Supervisors
 Public Schools District Supervisors
 Heads of Public Elementary, Secondary, and Integrated Schools

1. In compliance with DepEd Order No. 014, s. 2023 titled **“Policy Guidelines on the Implementation of the National Learning Camp”**, this Office will conduct monitoring activities on the implementation of the above-mentioned activity starting July 24 to August 25, 2023.
2. This activity aims to check the progress and status of the implementation and to ensure the schools’ compliance with the prescribed guidelines stipulated in above DepEd order.
3. The composition of the Division Monitoring Teams and the schedule of the monitoring activities are as follows:

Team A	Team B
1. Sephora M. Roldan	1. Andres D. Quiachon
2. Dr. Ruth C. Gervero	2. Dr. Merlie J. Rubio
3. Elenia P. Baranda	3. Dr. Rolando B. Jamora
4. Ronie C. Reteracion	4. Salvador Dale Artates
5. Dr. Joy Arnold T. Lejos	5. Alan Vincent B. Altamia
6. Nannette G. Calixterio	6. Dr. Marggie A. Obligacion
7. Dr. Immaculada J. Amores	7. Glenda Marie B. Botin
8. Ronald D. Dile	8. Jhean Mae Grace Lingco
9. Yzarda Claudette Ballera	9. One (1) Nurse II

Schedule of M&E Activities

No.	District	Date	Assigned Team
1	Cuartero	July 28, 2023	Team A
2	Dao	July 28, 2023	Team B
3	Dumalag	August 1, 2023	Team A
4	Dumarao	August 9, 2023	Team B
5	Ivisan	August 2, 2023	Team A
6	Jamindan	August 7, 2023	Team B
7	Maayon	August 7, 2023	Team A
8	Mambusao East	August 15, 2023	Team B
9	Mambusao West	August 15, 2023	Team A
10	Panay	August 16, 2023	Team B
11	Panitan	August 16, 2023	Team A
12	Pilar	July 25, 2023	Team B
13	Pontevedra	August 17, 2023	Team A
14	President Roxas	August 17, 2023	Team B
15	Sapian	August 18, 2023	Team A
16	Sigma	August 18, 2023	Team B
17	Tapaz East	August 23, 2023	Team A
18	Tapaz West	August 23, 2023	Team B





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4. Attached is the monitoring tool, for your guidance.
5. Immediate dissemination of and compliance with this Memorandum are desired.

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MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent *ya*





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Enclosure No. 1 to DM No. 347, s. 2023

MONITORING AND EVALUATION TOOL FOR THE OPENING OF CLASSES OF THE NATIONAL LEARNING CAMP (NLC) FOR FISCAL YEAR 2023

School	
School ID	
District	
School Head	
Contact Number	
Address	
Date of Monitoring	

Objective: To ensure the readiness of Schools for the opening of Fiscal Year 2023 National Learning Camp (NLC)

Directions: The following activities were/are conducted by the Schools.
Please check each item appropriately in the space provided and give necessary comments on the remarks, if needed.

PART I

The School has...	YES	NO	Remarks/ MOVs
1. conducted Orientation of DepEd Order No. 14, series 2023 titled Policy Guidelines on the Implementation of the National Learning Camp			<ul style="list-style-type: none"> o DO#14, s. 2023 o Attendance o Minutes o Pictures
2. communicated the Implementation of the National Learning Camp (NLC) to parents and other stakeholders			<ul style="list-style-type: none"> o Attendance o Minutes o Pictures
3. observed enrollment period two weeks (July 10-21, 2023) before the opening of classes of the National Learning Camp.			<ul style="list-style-type: none"> o List of Learners o Registration Forms o Parents' Permit o Pictures
4. posted List of Campers per group in conspicuous places, particularly in doors.			<ul style="list-style-type: none"> o List of Campers
5. posted Class Programs in conspicuous places, particularly in doors.			<ul style="list-style-type: none"> o Class Program
6. a compilation of the NLC Registration Forms and NLC Parents/Guardians Consent Forms of the learners who will attend in the National Learning Camp			<ul style="list-style-type: none"> o Compilation of NLC Registration Forms and NLC Parents/Guardians' Consent Forms
7. adhered to the provisions of DO. No. 31, s. 2022, <i>Child Rights Policy</i> , and DO. No. 40, s. 2012, <i>DepEd Child Protection Policy</i> .			<ul style="list-style-type: none"> o Copy of DO No. 31, s. 2022, and DO No. 40, s. 2012



Address: Banica, Roxas City
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8.	well prepared and structured classrooms ready for the National Learning Camp activities			<ul style="list-style-type: none"> ○ well-structured classrooms
9.	conducted the Collaborative Expertise on Mondays and Fridays			<ul style="list-style-type: none"> ○ Attendance ○ Teachers' Reflection / Journal ○ Minutes ○ Pictures
Learning Resources/Facilities				
10.	ensured the availability and completeness of quality assured learning materials in schools provided by the Central Office (Lesson Plans, Teachers' Notes, Learners' Workbooks)			<ul style="list-style-type: none"> ○ Complete hard copy of Lesson Plans ○ Complete hard copy of Teachers' Notes ○ Complete hard copy
11.	ensured the availability of contextualized learning materials, tools and equipment in school's based on the offerings (Enhancement Camp, Consolidation Camp, Intervention Camp)			<ul style="list-style-type: none"> ○ contextualized learning materials, tools and equipment are ready for use
12.	ensured the availability of laboratory facilities (Enhancement Camp, Consolidation Camp, Intervention Camp)			<ul style="list-style-type: none"> ○ laboratory facilities are ready for use

PART II

1. NLC Enrolment and Attendance

GRADE LEVEL	ENROLMENT			NO. OF LEARNERS PRESENT			NUMBER OF NLC TEACHERS			TOTAL NUMBER OF SECTIONS
	M	F	T	M	F	T	M	F	T	
GRADE 7										
• Enhancement Camp										
• Consolidation Camp										
• Intervention Camp										
TOTAL GRADE 7										
GRADE 8										
• Enhancement Camp										
• Consolidation Camp										
• Intervention Camp										
TOTAL GRADE 8										
GRAND TOTAL (Grade 7 & 8)										

2. End of the School Year (EoS) Enrolment and Attendance (Grade 1, Grade 2, and Grade 3)



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GRADE LEVEL	ENROLMENT			NO. OF LEARNERS PRESENT			NUMBER OF EOSY TEACHERS			TOTAL NUMBER OF SECTIONS
	M	F	T	M	F	T	M	F	T	
GRADE 1										
• Emerging										
• Developing										
• Transitioning										
TOTAL GRADE 1										
GRADE 2										
• Emerging										
• Developing										
• Transitioning										
TOTAL GRADE 2										
GRADE 3										
• Emerging										
• Developing										
• Transitioning										
TOTAL GRADE 3										
GRAND TOTAL (Grade 1, 2 and 3)										

3. End of the School Year (EoS) Enrolment and Attendance (Grades 4, 5, 6, 9, 10, 11, and 12)

GRADE LEVEL	ENROLMENT			NO. OF LEARNERS PRESENT			NUMBER OF EOSY TEACHERS			TOTAL NUMBER OF SECTIONS
	M	F	T	M		M	F	T	M	
GRADE 4										
• Enrichment										
• Remediation										
GRADE 5										
• Enrichment										
• Remediation										
GRADE 6										
• Enrichment										
• Remediation										
GRADE 9										
• Enrichment										
• Remediation										
GRADE 10										



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• Enrichment										
• Remediation										
GRAND TOTAL										
GRADE 11										
• Enrichment										
• Remediation										
GRADE 12										
• Enrichment										
• Remediation										
GRAND TOTAL										

4. Attendance Other School Personnel and Stakeholders

PARTICULARS	YES	NO	MOVs	REMARKS
• School Principal				
• Assistant Principal <i>(if any)</i>				
• Non-teaching Personnel <i>(Please specify in the remarks)</i>				
• STAKEHOLDERS - Parents - LGU - Others <i>(Please specify in the remarks)</i>				

PART III

1. Other Observations

Other Observations:

Agreement



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Monitoring Official:

Conforme:

(Signature over printed name of Monitoring Official)

(Signature over printed name of School Head)

(Date)

(Date)



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Enclosure No. 1 to DM No. 347, s. 2023

School Name: _____
 School ID: _____ District: _____
 School Contact _____
 Head: _____ Number _____
 Address: _____ Date of _____
 Monitoring: _____

Part IV – Compliance to Policies

Indicators	Complied	Partially Complied	Not Complied	Remarks/ MOVs
A. SCHOOL GROUNDS 1. Grasses were trimmed. 2. Danger zones, e.g. construction/repair sites are sealed off to students and are properly marked.				
B. INFORMATION DISSEMINATION 1. A tarpaulin is hanged in front of the school announcing the opening of classes of the program. 2. Directory of buildings/classrooms used (enhancement, consolidation, and intervention).				
C. BUILDINGS/CLASSROOMS 1. Classrooms are clean (free of dust, walls are painted). 2. Availability of potable drinking water 3. Chairs in the classrooms are usable and sufficient (1:1 seat-student ratio) 4. Well-ventilated classrooms (doors and windows are open) 5. Well-prepared and structured classrooms ready for the NLC activities				
D. PARENTS/ GUARDIANS 1. Presence of signed parent's consent for NLC participation				
E. UTILITIES 1. Lights, electric fans, and other appliances (if any) in classrooms are safe and functional.				
F. TRASH/GARBAGE DISPOSAL/FACILITIES 1. Availability of properly and clearly labeled trash bins (biodegradable/non-biodegradable/infectious/ recyclable) 2. Trash bins have cover.				
G. SCHOOL CANTEEN (Compliant to DO 13, s. 2017) 1. Secured the necessary permits including annual health and sanitation permits and have them posted. 2. Availability of potable drinking water and adequate hand washing facilities. 3. Food and beverage (softdrinks, junk foods, etc.) expressly prohibited in DepEd guidelines are not sold. 4. School canteen is well-maintained, clean, well-ventilated and pest-free environment; 5. Food safety standards and hygienic practices are strictly observed and implemented. 6. Adherence to standards on quality, handling, and serving of food, and canteen equipment/facilities in the school canteen are ensured. 7. Presence of tarpaulin on food categories for students and DepEd personnel				
H. SANITATION AND HYGIENE PRACTICES 1. A functional, well-maintained and clean toilet is available (should not be pad locked).				
I. SCHOOL SAFETY AND ENVIRONMENT 1. Medical/Emergency Kit is available.				