



DIVISION MEMORANDUM

No. 249 s. 2019

**TO: Public School District Supervisors
Elementary and Secondary School Heads
NDEP District and Secondary Coordinators**

FROM: RANDOLPH B. TOTROLA
Schools Division Superintendent *R. Totrola*

**SUBJECT: SUBMISSION OF THE PROPOSED MONTHLY ACTIVITIES/PROGRAMS
FOR NATIONAL DRUG EDUCATION PREVENTION PROGRAM (NDEP) IN
SCHOOL FOR THE SCHOOL YEAR 2019-2020**

DATE: June 13, 2019

1. Pursuant to DepEd Order No. 30 s. 2018 dated July 12, 2018 re: "Preventive Drug Education Program Policy for Curriculum and Instruction", schools shall submit their Monthly Proposed Monthly Activities/Programs and Monthly Accomplishment Report on NDEP" for the school year 2019-2020.
2. The submission on the Monthly Accomplishments will be on the First Friday of the month to the Curriculum and Implementation Division (CID).
3. Attached is the Monitoring and Evaluation Tool. For your guidance and reference.
4. For queries, please coordinate with Mr. Johnny D. Redondo, EPS-1 MAPEH.
5. Wide and immediate dissemination of this Memorandum is desired.

**Suggested Monitoring and Evaluation Tool
PREVENTIVE DRUG EDUCATION PROGRAM**

School/Community Learning Center School Head : _____ *Date of Monitoring* : _____

This M and E Tool shall be accomplished by any monitoring personnel (PDE Regional/ Division Focal Persons, EPSs, PSDSs or any member of the PDE Committee).

Direction: Using the PDEP M&E tool put a check (✓) mark in either strengths or opportunities for improvement column and provide remarks in each of the columns.

I. Curriculum and Instruction

<i>Indicators</i>	<i>Positive Findings (Strengths)</i>	<i>Growth Needs (Opportunities for Improvement)</i>	<i>Remarks/ TA Given</i>
A. Curriculum			
1. Conducted curriculum mapping to identify entry points of PDE Concepts and competencies.			
2. Developed or adopted supplementary PDE materials			
B. Instruction			
<i>For Instructional Managers</i>			
1. Incorporated PDE outcomes as one of the performance objectives in their Organizational Performance Commitment and Review Form (OPCRF)			
2. Incorporated in the Monthly Monitoring and Supervisory Plan/ Report the implementation of PDE Program.			
<i>For Classroom Teachers</i>			
1. Integrated PDE Concepts along:			
a. instructional planning;			
b. delivery; and			
c. assessment.			

II. Intervention Programs and Services

<i>Indicators</i>	<i>Positive Findings (Strengths)</i>	<i>Growth Needs (Opportunities for Improvement)</i>	<i>Remarks/ TA Given</i>
1. Developed and implemented school and community-based drug education prevention plan.			

2. Established linkages with GOs, NGOs and the like to support the implementation of PDE Program.			
3. Documented drug-related cases in school.			
4. Referred learners involved in drug-related incidents for counseling or rehabilitation services			

III. Learning and Development Activities

<i>Indicators</i>	<i>Positive Findings (Strengths)</i>	<i>Growth Needs (Opportunities for Improvement)</i>	<i>Remarks/ TA Given</i>
Conducted learning and development activities to raise stakeholders' awareness in drug use prevention.			

IV. Advocacy Campaigns

<i>Indicators</i>	<i>Positive Findings (Strengths)</i>	<i>Growth Needs (Opportunities for Improvement)</i>	<i>Remarks/ TA Given</i>
1. Conducted information dissemination campaigns (i.e. media, print ads) to raise awareness of the PDE Program.			
2. Integrated DAPC Week in the calendar of activities (Please refer to DM 129, s. 2015).			
3. Put up PDE signage within and outside school premises.			
4. Incorporated PDE as one of the priority programs of the School Improvement Plan (SIP).			
5. Fostered collaboration among stakeholders to strengthen PDE Program implementation.			

V. Monitoring, Evaluation and Research

<i>Indicators</i>	<i>Positive Findings (Strengths)</i>	<i>Growth Needs (Opportunities for Improvement)</i>	<i>Remarks/ TA Given</i>
A. Monitoring and Evaluation			
1. Prepared and submitted PDE Annual Work Plan.			
2. Conducted and submitted Quarterly PDE Accomplishment Report.			
3. Prepared and submitted PDE Annual Accomplishment Report (narrative and pictorial).			
4. Conducted PDE Program Implementation Review.			
B. Research			
1. Proposed and completed researches along PDE Program.			

2. Shared and utilized research findings to improve PDE Program implementation.			
3. Identified Evidence-Based prevention Intervention Programs as proven by research findings.			

General Comments, Suggestions and Recommendations:

Prepared by:

Monitoring Personnel

Conforme:

School Head

Approved by:

MONITORING TOOL
Preventive Drug Education

Name of School: _____

Date of Monitoring: _____

Name of School Head: _____

Directions: Using the PDEP M&E tool put a check (✓) mark in either observed or not observed column and provide remarks in each of the columns.

Content	Observed/Available	Not Observed/Available	Remarks
A. School Climate			
1. PDE signage/s			
2. PDE Service Center/s (Guidance Center, Clinic, etc)			
3. PDE Bulletin			
4. Presence of PDE Committee			
5. Smoke Free Zone			
6. Drug Free Zone			
7. Security Guard/Barangay Tanod/School Care Taker			
8. Students Handbook			
9. Others (Pls specify)			
B. PDE Portfolios			
1. Regional/Division/School Memos			
2. PDE Action Plan			
3. PDE Accomplishment Report			
4. RA 7624			
5. RA 9165			
6. Presidential Proclamation No. 124			
7. DepEd Order No. 12, s. 2009			
8. DepEd Memo 200, s. 2016			
9. DepEd Memo 129, s. 2015			
10. DepEd Order 40, s. 2017			
11. Other Memos related to PDE			
C. Guidance Service			
1. Record of Drug-related Incidents			
2. Records of learners who were provided with counseling services related to drug use			
D. Instruction			
1. Integration of PDE concepts			
1.1 Instructional Planning			
1.2 Delivery			
1.3 Assessment			

E. Programs, Activities and Projects related to PDE as stated in DepEd Memo 129, s. 2015			
F. Allocation of Budget			
G. Stakeholders Support			

Comment/Recommendation _____

Name of Monitor

Conforme:

School Head)

Date