



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

February 25, 2026

DIVISION MEMORANDUM

No. **128** s. 2026

**1st QUARTER SCHOOL/DISTRICT/DIVISION
PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE ASSESSMENT**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Principal/Head Teacher In-charge of the District
Senior/Education Program Specialists
Heads of Public and Private Elementary, Secondary Schools
and Integrated Schools
All Others Concerned

1. To quality assure the implementation of the programs, projects, and activities and monitor the performance targets indicated in the School Improvement Plan, Annual Implementation Plan and Work and Financial Plan of the schools and Schools Division Office, this office will conduct the **1st Quarter Division Program Implementation Review and Performance Assessment (PIRPA)**.
2. The following are the objectives of the activity:
 - a) present status of performance indicators and accomplishments for the quarter;
 - b) present the status of completed outputs based on the Work and Financial Plan/Annual Implementation Plan;
 - c) present the status of the major programs;
 - d) present the overall assessment of Programs, Projects, and Activities (PPAs);
 - e) present the status of the School Improvement Plan targets; and
 - f) present the issues/concerns and the reasons for the underachievement/overachievement of PPA implementation captured through the Bottlenecks, Lags, Issues, and Concerns (BLICs).



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3. The following is the schedule of PIRPA activities including the venue/platform and participants:

Date/Time	Activity	Venue/Platform	Participants
March 6, 2026 9:00 AM	Pre-PIRPA Conference	Online platform	Schools Division Superintendent, OIC, Office of the Assistance Schools Division Superintendent, Chief Education Supervisors, Education Program Supervisors, Public Schools District Supervisors, Senior/Education Program Specialists, Section/Unit Heads, SDO Personnel In- Charge of the District, Division/District Internal Monitors/Validators, District PIRPA, School Heads and TWG and other personnel concerned
March 13, 2026	Coordination Meeting with Division Internal Monitors	Face-to-Face SDO Conference Room, SDO Aklan, Numancia, Aklan	Division Internal Monitors (OSDS, CID, SGOD)



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March 9-13, 2026	School PIRPA	Face-to-Face/Online platform	School Head, School Internal Monitors/Validators and School PIRPA TWG
March 16-20, 2026	District PIRPA and Validation	Face-to-Face/Online platform	Public Schools District Supervisors, School Heads, SDO Personnel In-charge of the District, District, Internal Monitors/Validators and District PIRPA TWG
March 23, 2026	Validation of Accomplishments of Functional Divisions OSDS	Face-to-Face SDO Conference Room, SDO Aklan, Numancia, Aklan	Schools Division Superintendent, OIC, Office of the Assistance Schools Division Superintendent, Chief Education Supervisors, Education Program Supervisors, Senior/Education Program Specialists, Division Internal Monitors, Section/Unit Heads and other personnel concerned
March 24, 2026	CID		
March 25, 2026	SGOD		
March 26-27, 2026	Division PIRPA	Face-to-Face TBA	Schools Division Superintendent, OIC, Office of the Assistance Schools Division Superintendent, Chief Education Supervisors,



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			Education Program Supervisors, Public Schools District Supervisors, Senior/Education Program Specialists, Division Internal Monitors, Section/Unit Heads, Division PIRPA TWG/ Committees and other personnel concerned
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Activity Matrix

Time	Day 1	Day 2
8:00-9:00	-Registration	-Preliminaries
9:00-12:00	PART I. OPENING PROGRAM PART II. PIRPA PROPER -Technical Assistance Provision by SDO - District PIRPA Presentation by: Public Schools District Supervisors/ Principal In-Charge of the District	- PIRPA-Division Office Proper -PPA Updates and Accomplishments -Financial Concern -Presentation of Quarterly Performance and Accomplishment By: Functional Division (OSDS, CID, and SGOD)
12:00-1:00	NOON BREAK	
1:00-5:00	- Continuation of District PIRPA Presentation	-Summary of Issues and Concerns that Need Technical Assistance Provisions (Recommended Actions and Agreements) -Quarterly Adjustment (PMIS/BAR/QAME) PART III. CLOSING PROGRAM

4. All schools/districts shall conduct School/District to examine the progress of the plans in terms of physical, implementation schedule, and financial performance based on the committed outputs in the approved Work



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and Financial Plan/Annual Implementation Plan/ School Improvement Plan. This shall review whether or not the targeted outputs were delivered as scheduled and the proposed funding was executed as planned. The conduct of School/District PIRPA and Validation of Accomplishment shall be monitored and participated by the **Public Schools District Supervisor and Division Personnel In-Charge of the District**.

5. The process of how the Division/District/School PIRPA would still be based on **Regional Memorandum No. 167, s. 2023** titled *Guidelines on the Conduct of Regional/Division/School Monitoring, Evaluation and Adjustment*.
6. The parts of the template based on **R.M. No. 167, s. 2023 before PIRPA Reporting Proper** are the following:

Quarterly Accomplishment

- A. Status of Performance Indicators (to be determined per quarter)
 - Segmentation/Prioritization
 - Characterization using K-12 Curriculum Support System (Related to the KPIs)
 - Issues (Gaps), Hindering Factors, Actions to be taken/Interventions
 - Facilitating Factors/Best Practices/Innovations
 - Highlights/Achievements
- B. **Summary of the Quarter Accomplishments and Committed Output**
- C. **Actual Target and Accomplishment**
- D. Top Three Highlights
- E. **Status of Committed Outputs**
- F. **Good Practices and Innovations**
- G. **Issues and Concerns**
- H. Insights/Lessons Gain
- I. PPAs Implementation (for SDO)
- J. Catch-Up Plan
- K. **Report on the Status of the SIP Performance Target**



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3. The parts of the presentation during the School/District/Division MEA Reporting Proper based on **R.M. No. 167, s. 2023** are the following:

I. Reporting Proper

- A. Analysis of KPIs
- B. **Summary of the Quarter Accomplishments and Committed Output** (per school/functional division)
- C. Top three (3) Highlights
- D. Good Practices and Innovations
- E. Issues and Concerns
- F. Insights/Lessons Gained
- G. Report on the Status of the SIP Performance Target

Note: Summary of Completed Outputs and Report on the Status of the SIP Performance Target are the additional part of the report.

4. The school/district may include other leading indicators/KPIs not included in the template which deemed important and need immediate action.
5. The Summary of Issues and Concerns that Need TA provisions shall be presented after the presentation by the Technical Working Group, led by the Public Schools District Supervisor/TA Focal Person for recommended actions and agreements. The tools and templates are found in R.M. No. 167, s. 2023 and R.M. No. 516 s. 2024.
6. Attached are the following enclosures:
- a. Enclosure No. 1- 1st Quarter Performance Indicators Template
 - b. Enclosure No. 2- Division Steering Committee
 - c. Enclosure No. 3- 1st Quarter PIRPA M&E Tool
7. All schools shall accomplish the online PIRPA M&E tool **on or before March 20, 2026**. Using the link (**will be sent later**), attach the following documents: **Accomplished School PIRPA M&E tool (word file), Quarterly Accomplishment (excel), PIRPA Proper Report (ppt saved as pdf) and Post-PIRPA Quarterly Report (word file).**



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8. All districts shall submit the following to the Division Office, Office of the School Governance and Operations Division (SGOD), attn.: SEPS June R. Patricio/EPSt John C. Marciales, **on or before March 24, 2026**:
- Accomplished District Consolidated Performance Indicators Template (completely accomplished in hard and soft copy in Excel Form)
 - Accomplished District PIRPA Dash Board (**Link will be sent later.**)
 - Accomplished District PIRPA M&E Tool (hard copy)
 - District PIRPA Presentation (hard and soft copy in PowerPoint presentation)
 - Accomplished Validation Checklist and Validation Report
 - Post-PIRPA Quarterly Report

Soft copies of items **a** and **d** shall be sent through this e-mail address: **june.patricio001@deped.gov.ph** and cc: **john.marciales@deped.gov.ph**.

9. During the presentation, the school/district presenter will provide four (4) copies of PIRPA Report (Performance Indicators) to the reactors for reference. Each presenter will be given only **15 minutes per presentation**, following the PIRPA process. Allotted time must be strictly followed. **The presentation must be simple and shall have no animation nor transition.**

Note: For School: Bring your M&E Framework (SIP KPIs) BEMEF Implementation Plan, M&E Plan, AIP and MOVs for Validation

10. The participants of this activity shall strictly adhere to the health protocols (Refer to D.O. No. 14, s. 2020 – Guidelines on the Required Health Standards in Basic Education Offices and Schools).
11. It is understood that in the conduct of this activity, there shall be no discrimination in the provision of L&D interventions on the account of age, school, gender, civil status, disability, religion or other similar factors/personal circumstances that run counter to the principles of equal opportunities.
12. Expenses incurred relative to this activity shall be chargeable against MOOE/local funds subject to the usual government accounting and auditing rules and regulations.



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13. Immediate dissemination of and compliance with this Memorandum are desired.

FELICIANO C. BUENAFE JR. CESO VI
Schools Division Superintendent

Enclosure: As stated

Reference: R.M. No. 167, s. 2023 and RM No. 516, s. 2024

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

POLICY

SCHOOLS

SUPERVISION

JRP/jcm



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QUALITY

Philippine Informal Reading Inventory (Phil-IRI) for Elementary Schools EoS Y 2025-26	Total Enrolled	Total Assessed	Frustration	Instructional	Independent	MOVs		
	Grade Levels							
	Grade 4 (Filipino)						Phil-IRI Results	
	Grade 4 (English)							
	Grade 5 (Filipino)							
	Grade 5 (English)							
	Grade 6 (Filipino)							
	Grade 6 (English)							
	Grade 7 (Filipino)							
	Grade 7 (English)							
	Grade 8 (Filipino)							
	Grade 8 (English)							
	Grade 9 (Filipino)							
	Grade 9 (English)							
Grade 10 (Filipino)								
Grade 10 (English)								
EOSY 2025-2026 Assessment							MOVs	
Level of Proficiency in Numeracy Rapid Mathematics Assessment (RMA)	Total Enrolled	Total Assessed	Emerging	Emerging	Developing	Transitioning		At Grade Level
			Not Proficient	Low Proficient	Nearly Proficient	Proficient		Highly Proficient
Grade Levels								
Grade 1							RMA Results	
Grade 2								
Grade 3								
Grade 4								
Grade 5								
Grade 6								
Grade 7								
Grade 8								
Grade 9								
Grade 10								
Total	0	0	0	0	0	0	0	
No. of Instructional Supervision conducted by School Head	Target	Actual No. of Instructional Supervision Conducted		Instructional Supervision Report and others				

	No. of Teachers attended LAC Session	M	F	T				LAC Session Report and others
	No. of Teachers Attended Other Training							List of Teachers Train/Report and others
	Number of public-school teachers and teaching-related and non-teaching staff trained	M	F	T				List of Teachers/Teaching-related and Non-teaching staff Trained/Report and others <i>Note: Count the public-school teachers and teaching-related staff trained once (from school to international level)</i>
	Teachers							
	School Head							
	PSDS/PID							
	Non-teaching staff							
	No. of School Awards (Students, Teachers, SH)	Students	Teachers	School Head	PSDS/PID	Non-teaching staff	Total	School Awards Report, Certificates, and other
	Stakeholder's Participation and Donation	No. of Stakeholders	Amount	DPDS				
	PILLAR	Performance Indicators						
EQUITY	MOOE Utilization			MOOE Utilization Report				
	<i>Total No. of Schools</i>			As of _____				
	<i>No. of schools with liquidated MOOE</i>							
	<i>% of schools with liquidated MOOE</i>							



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Enclosure No. 2 of Division Memorandum No. 128, s. 2026

**DIVISION PROGRAM IMPLEMENTATION REVIEW AND
PERFORMANCE ASSESSMENT TECHNICAL WORKING GROUP**

FELICIANO C. BUENAFE JR. CESO VI
Schools Division Superintendent
Chairperson

RAMON D. PARAS JR. EdD
Assistant Schools Division Superintendent

DOBIE P. PAROHINOG PhD
Chief Education Supervisor, Curriculum Implementation Division

MICHAEL T. RAPIZ
Chief Education Supervisor, School Governance and Operations Division

CHARLIE I. URETA
Education Program Supervisor, School Governance and Operations Division
Division Technical Assistance Focal Person

JUNE R. PATRICIO
Senior Education Program Specialist
School Management Monitoring and Evaluation Section

JOHN C. MARCIALES
Education Program Specialist II
School Management Monitoring and Evaluation Section

Co-chairpersons



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WORKING COMMITTEES

Program

June R. Patricio
John C. Marciales
Allan Carlo C. Soriano
Cindy D. Bautista

Attendance/Registration/Certificates

John C. Marciales
Cindy D. Bautista
Niño Sean Axl T. Morales
Richelle Anne G. Reyes
Jay V. Fernandez

Secretariat/Documentation

Dr. Darren Naelgas
Dr. Miko John D. Lopez
Milgie C. Villareal
Nelieta Z. Iradiel
Richelle Anne G. Reyes

Finance

Marissa A. Jizmundo
Ann Rayshelle L. Nadua/
Geovelyn I. Mortalla
Feby D. Moleta

Meals/Refreshments, Cleanliness

Leoncio T. Regalado
Jeselee M. Marzoña
Richelle Anne G. Reyes

Stage Decoration/ Venue, Tables, Chairs, Hall Arrangement and Sounds

Engr. Meljan I. Torres
Rommel B. Zante
Nora S. Reyes

LCD, Laptop/Online Apps and Other Program Paraphernalia

Floradel P. Jamero
Mahnne Q. Tolentino
Jules Liancarlo P. Jamero

GAME Associates

June R. Patricio
John C. Marciales
Sheena Ricka Y. Mamburam

Health and Wellness

Dr. Rhoby M. Fernandez
School Health and Nutrition Section

Secretariat/Timer

Ar. Mar Bien Gregory G. Parel
Apple Gay M. Oquendo
Michael Angelo T. Garcia
Niño Sean Axl T. Morales
Maria Teresa I. Gallardo



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Enclosure No. 3 of Division Memorandum No. **128**, s. 2026

1st QUARTER PROGRAM IMPLEMENTATION REVIEW 2026

PERFORMANCE ASSESSMENT M&E TOOL

Basic Information:

<i>School:</i>		<i>Inclusive Date/s of SPIRPA/DisPIRPA:</i>	
<i>District:</i>		<i>Venue:</i>	

Total Number of Districts/Schools Participated:	
Total Number of Participants:	
Mode of Delivery:	

A. MEA Preparation:	Evident	Not Evident	Remarks
1. Issuance of Memo regarding the School PIRPA indicating the following:			
a. Purpose/s of PIRPA			
b. Expected Output/s			
c. Committee specific for the activity			
2. Accomplished Quarterly Accomplishment Template			
A.-Status of Performance Indicators			
-Summary of Accomplishment			
-Actual Accomplishment			
-Unaccomplished Activities			
B.-Top three highlights of Targets and Accomplishments			
-Gaps/Pressing Concerns that Needs to be addressed by the Top Management			
-Insights/Lessons Gained			
C. PPAs Implementation			



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B. PIRPA Proper:			
1. Sharing of best practices			
2. Presentation of the following:			
a. Analysis of KPIs			
b. Summary of Accomplishments			
c. Top three Highlights of Targets and Accomplishments			
d. Gaps/Pressing Concerns that Needs to be addressed by the Top Management			
e. Insights/Lessons Gained			
3. Others (pls. specify)			
C. Post PIRPA:			
1. WFP/AIP Adjustment			
2. Harvesting of PMIS accomplishment for the quarter (if applicable)			
3. Presence of Minutes			
4. Consolidated KPIs/Performance indicators for the quarter			
5. Submission of PIRPA Reports			
Please attach pictures: (Kindly attached additional sheet if necessary)			
General Observations:			
Recommendation/s:			
Monitored by:	Date:		
_____	_____		
Name & Signature/Position			



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