



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

March 13, 2025

DIVISION MEMORANDUM
No. 139, s. 2025

**QUARTERLY PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE
ASSESSMENT FOR THE REGIONAL OFFICE AND SCHOOLS DIVISION OFFICES
FOR FISCAL YEAR 2025**

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

1. Attached is the Regional Memorandum No. 216, s. 2025 titled "*Quarterly Program Implementation Review and Performance Assessment for the Regional Office and Schools Division Offices for Fiscal Year 2025.*"
2. Immediate dissemination of and compliance with this Memorandum are desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:


RAMON D. PARAS Jr.

OIC, Office of the Assistant Schools Division Superintendent
In-charge of the Division

Enclosure: As stated
Reference: Regional Memorandum No. 216, s. 2025
To be indicated in the Perpetual Index
under the following subjects:

POLICY

PROGRAM

SCHOOLS



Poblacion, Numancia, Aklan
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)
Website: <http://www.depedaklan.org>
Email Address: aklan.1958@deped.gov.ph



Republic of the Philippines
Department of Education
 REGION VI-WESTERN VISAYAS

MAR 07 2025

REGIONAL MEMORANDUM
 No. 216 __, s. 2025

**QUARTERLY PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE
 ASSESSMENT FOR THE REGIONAL OFFICE AND SCHOOLS DIVISION
 OFFICES FOR FISCAL YEAR 2025**

To: OIC- Assistant Regional Director
 Schools Division Superintendents
 Functional Division Chiefs
 All Others Concerned

1. This Office, through the Quality Assurance Division (QAD), shall conduct a Quarterly Program Implementation Review and Performance Assessment (PIRPA) for the Regional Office (RO) and the Schools Division Offices (SDOs) for the Fiscal Year 2025 as follows:

Date	Activity
April 3, 2025	Virtual Pre-PIRPA
April 7-8, 2025	1 st Quarter Validation of Reports
April 10-11, 2025	1 st Quarter PIRPA Reporting Proper
April 23, 2025	Virtual Post-PIRPA
June 24, 2025	Virtual Pre-PIRPA
July 2-4, 2025	2 nd Quarter Validation of Reports
July 9-11, 2025	2 nd Quarter PIRPA Reporting Proper
July 18, 2025	Virtual Post-PIRPA
September 30, 2025	Virtual Pre-PIRPA
October 6-7, 2025	3 rd Quarter Validation of Reports
October 9-10, 2025	3 rd Quarter PIRPA Reporting Proper
October 17, 2025	Virtual Post-PIRPA
January 5, 2026	Virtual Pre-PIRPA
January 8, 9, 12, 2026	Year-End Validation of Reports
January 14-16, 2026	Year-End Reporting Proper
January 23, 2026	Virtual Post-PIRPA

2. The activity aims to track the efficient and effective implementation of the programs, projects, and activities to improve the delivery of basic education services in the RO and SDOs. Specifically, it intends to present the following:

- a. status of the Key Performance Indicators of the Region;
- b. annual accomplishments of the Regional/Division Education Development Plan and the quarterly accomplishments (physical and financial) in the implementation of the Programs, Projects, and Activities (PPAs) vis-à-vis approved Work and



Address: Duran Street, Iloilo City, 5000
 Telephone Nos: (033) 337-0149; 336-2816
 Email Address: region6@deped.gov.ph
 Website: region6.deped.gov.ph



Certificate No. PHP QMS



Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS

Financial Plan;

- c. issues/risks/barriers/bottlenecks affecting the delivery of programs, projects, and activities;
- d. needed adjustments and enhancements in existing policies, programs, projects, and activities; and
- e. issues/concerns and the reasons for the underachievement/ overachievement of PPA implementation are captured through the Bottlenecks, Lags, Issues, and Concerns (BLICs).

4. In line with DepEd Order No. 029, 2022, which outlines the Adoption of the Basic Education Monitoring and Evaluation Framework, and DepEd Order No. 011, s. 2021, which covers the Operationalization of the Program Management Information System, all functional divisions and operating units are required to conduct internal progress monitoring of implemented programs, projects, and activities (PPAs). Therefore, the following actions be taken:

A. Pre- PIRPA

- a. **Internal PIR per Office.** All functional divisions and operating units shall conduct Internal PIR quarterly. They shall track the progress of plans in terms of physical, implementation schedule, and financial performance based on the committed outputs vis-à-vis the REDP and Work and Financial Plan. They shall also review the implementation of major PPAs with funds from the Central Office including the progress of PPAs with funds downloaded to SDOs/field offices.
- b. **Submission of Quarterly Accomplishment Reports.** After the internal PIR, all functional divisions and operating units shall prepare the Quarterly Reports through <https://tinyurl.com/mwnw68pt>, two days before the conduct of the PIRPA Reporting Proper. Attached are the templates for validation and reporting.
- c. **Pre-PIRPA Conference.** At least a week before and after the PIRPA Proper, a meeting with the M&E Focal Persons of the Regional Office and SDOs shall be conducted. The meeting aims to ensure that there is a common understanding of the tools and processes that will be used in the conduct of the Validation and Reporting Proper and ask for feedback on the conduct of the activity.
- d. **Validation of PIRPA Reports.** The Education Program Supervisors of the QAD shall validate reports. The Internal M&E of the functional divisions and operating units shall coordinate with the QAD Supervisor-In-Charge regarding the schedule of the validation activities.

B. PIRPA Proper

The conduct of PIRPA Reporting Proper shall follow the flow of presentation/discussion as follows:



Address: Duran Street, Iloilo City, 5000
Telephone Nos: (033) 337-0149; 336-2816
Email Address: region6@deped.gov.ph
Website: region6.deped.gov.ph



Certificate No. PHP QMS
0122022



Republic of the Philippines
Department of Education
 REGION VI-WESTERN VISAYAS

Order of Presentation	Office In-Charge
Status of the Key Performance Indicators or REDP/DEDP	Policy, Planning and Research Division (PPRD) / Schools Governance and Operations Division-Planning Section
Quarterly PIRPA Validation Report	Quality Assurance Division/ Schools Governance and Operations Division-M&E Specialist
Analysis of Physical Accomplishments	Quality Assurance Division/ Schools Governance and Operations Division-M&E Specialist
Status of Previous Technical Assistance Agreements	Field Technical Assistance Division/ SDO TA Focal Person
Budget Utilization Report	Finance Division/Budget Office
Quarterly Accomplishments Reporting	RO FDs, ORD Units, and SDOs
Synthesis and Next Steps	Quality Assurance Division/Schools Governance and Operations Division

C. Post-PIRPA

- a. After conducting the PIRPA, the QAD Focal Person and SDO M&E Specialists shall submit a PIRPA Report within ten (10) working days for approval by the Regional Director or Schools Division Superintendents.
- b. A Post-PIRPA will be conducted by the QAD to gather feedback on the activity's conduct.
- c. The Synthesis of the Quarterly PIRPA shall be disseminated through a separate Regional/Office Memorandum,
- d. The functional divisions and operating units shall be given ten working days to revise the WFPs and submit the Catch-Up Plan and Adjusted WFP to PPRD/ SDO Planning Section. All program owners shall ensure that the adjusted WFP is reflected in the Program Information Management System.
- e. The PPAs needing special attention including bottlenecks, challenges, and concerns that arise during the PIRPA shall be presented to the Regional/Division Convergence of Educational Leaders or Management Review, for decisions.

5. It is understood that in the conduct of this activity, there shall be no discrimination in the provisions of L&D interventions on account of age, school, gender, civil status, disability, religion, or other similar factors/personal circumstances that run counter to the principles of equal opportunities.



Address: Duran Street, Iloilo City, 5000
 Telephone Nos: (033) 337-0149; 336-2816
 Email Address: region6@deped.gov.ph
 Website: region6.deped.gov.ph



Certificate No: PHP QMS
 22-00000



Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS

6. The expenses related to the activity such as food, venue, and accommodation shall be chargeable against the ROP Fund while the travel and other incidental expenses to local funds, all subject to the usual accounting and auditing rules and regulations.
7. For questions, concerns, and clarifications, contact Dr. Jude Thaddeus I. Iledan, Chief Education Supervisor of QAD, through 033 337 0149 loc 1003 or region6.qad@deped.gov.ph.
8. Immediate dissemination of and compliance with this Memorandum are desired.

for: **RAMIR B. UYTICO EdD, CESO III**
Regional Director

Encl: As stated
Reference: DO 029 s. 2022
To be indicated in the Perpetual Index
Under the following subjects:

MONITORING

EVALUATION

SCHOOLS

LFSQAD/RM/2025 PIRPA
012/March 4, 2025



Republic of the Philippines
Department of Education
 REGION VI-WESTERN VISAYAS

Enclosure No. 1 to Regional Memorandum No. ____, s. 2025

QUARTERLY PIRPA TEMPLATES

1. Pre-PIRPA

A. Summary of Accomplishments

KRA	Total Number of Outputs for the Quarter			Total Number of Activities for the Quarter		
	Target	Accomplished	% of Accomplishment	Target	Accomplished	% of Accomplishment

B. Quarter Accomplishments

KRA	Output	Activity	Activity Indicator	Target		Accomplishment		Status	Facilitating/Hindering Factors
				Physical	Financial	Physical	Financial		

C. Top three Highlights of Targets and Accomplishments

Target/s	Actual Accomplishment/s

D. Gaps/Pressing Concerns that need to be addressed by the Top Management

Gaps/Pressing Concerns	Suggestions	Date

E. Insights/Lessons Gained



Address: Duran Street, Iloilo City, 5000
 Telephone Nos: (033) 337-0149; 336-2816
 Email Address: region6@deped.gov.ph
 Website: region6.deped.gov.ph



Certificate No. PHP QME
 2122 0001



Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS

F. Report on the Status of the REDP Year 2 Performance Target

Strategic Objectives	Indicators	Target	Accomplishments	Status	Facilitating/Hindering Factors

G. Status of the Major Program, Project, and Activities (RO Only)

PPAs	Physical Target	Accomplishments	Bottlenecks/Challenges

2. PIRPA Proper

A. Validated Summary of the Quarter Accomplishments

KRA	Total Number of Outputs for the Quarter			Total Number of Activities for the Quarter		
	Target	Accomplished	% of Accomplishment	Target	Accomplished	% of Accomplishment

B. Top three Highlights of Accomplishments

Target Outputs	Actual Accomplishment/s

C. Gaps/Pressing Concerns that need to be addressed by the Top Management

Gaps/Pressing Concerns	Recommendations	Target Date of the Achievement of Result(s)

E. Insights/Lessons Gained



Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS

3. POST PIRPA

A. PIRPA Report

1. Name of Activity, Date, Venue
2. Introduction
3. Scope of the Activity
4. Methodology used in the whole MEA process
5. Findings (Data Presentation and Data Analysis)
6. Summary
7. Recommendations

B. Catch-Up Plan