



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

March 5, 2025

DIVISION MEMORANDUM

No. 112, s. 2025

**FIRST QUARTER SCHOOL
PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE ASSESSMENT
(SPIRPA)**

To: OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and
Integrated Schools
All Others Concerned

1. In adherence to DepEd Order No. 029, s. 2022 titled “**Adoption of the Basic Education Monitoring and Evaluation Framework**” and Regional Memorandum No. 1032, s. 2024 titled “**Program Implementation Review and Performance Assessment (PIRPA)**”, all elementary, secondary, and integrated school heads are directed to conduct their **First Quarter SPIRPA** activities on the following schedule:

Date/ Time	Activity	Participants
March 10-13, 2025/ 3:00-5:00 PM	Pre-Work Activities by school	School PIRPA Team
March 14, 2025 9:00 AM – 5:00 PM	District Validation of Accomplishments	School Heads and District PIRPA Team
March 17-19, 2025 3:00-5:00 PM	School PIRPA Proper Reporting	School PIRPA Team, District PIRPA Team Representative, other school personnel & external stakeholders

2. This activity aims to present the:
 - a. status of performance indicators and accomplishments for the quarter; and
 - b. issues/concerns and the reasons for the underachievement/overachievement of PPA implementation captured through the Bottlenecks, Lags, Issues, and Concerns (BLICs).
3. All schools shall conduct a PIRPA to examine the progress of the plans in terms of physical implementation, schedule, and financial performance. This will review whether the targeted outputs were delivered as scheduled and whether the proposed funding was executed as planned. The conduct of the school PIRPA and validation of accomplishments shall be monitored and participated in by



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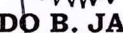



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the **Education Program Supervisors, Public Schools District Supervisors, and other division office personnel.**

4. The process for conducting the school PIRPA will still be based on Division Memorandum No. 128, s. 2023 titled “**Guidelines on the Conduct of Division and School Monitoring, Evaluation, and Adjustment**”.
5. Attached are the Key Performance Indicators to be gathered for the first quarter of 2025 (January to March 2025), validation checklist, Monitoring & Evaluation (M&E) tool and the templates to be used for your guidance. **Cut-off date for the data to be collected is March 14, 2025.**
6. Expenses incurred relative to the conduct of the above activity shall be charged against the School MOOE Funds subject to the usual accounting and auditing rules and regulations.
7. For more information, contact the School Management, Monitoring and Evaluation (SMME) Section through email at ronald.dile001@deped.gov.ph or mobile number 09209831298.
8. Immediate dissemination of and compliance with this Memorandum are desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:


ROLANDO B. JAMORA PhD

Education Program Supervisor – EPP/TLE/TVL
In-charge of the Division 

Encl.: As stated

Reference: As stated

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

MONITORING AND EVALUATION
LEARNERS
SCHOOLS

PERFORMANCE
REVIEW

ASSESSMENT
PROGRAM



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Enclosure No. 1 to Division Memorandum 112, s. 2025

FIRST QUARTER
PERFORMANCE INDICATORS

(Performance Indicators shall be segmented by grade level, gender, subject area)

ACCESS

No.	PERFORMANCE INDICATOR
1	Total Enrollment
2	Total No. of Learners at Risk of Dropping Out
3	Total No. of Learners with Incidence of Tardiness
4	Total No. of Learners with Incidence of Habitual Absenteeism
5	Total No. of Learners Per Nutritional Status Category
6	Total No. of Classes (K to 12)
7	Total No. of ALS Classes/ Learning Sessions
8	Total No. SNED Classes
9	Total No. of IPED Classes
10	Total No. of SSES/ STE Classes
11	Total No. of SPJ Classes
12	Total No. of SPA Classes
13	Total No. of SPS Classes
14	Total No. of STVEP Classes
15	Total No. of Foreign Language Classes

QUALITY

No.	PERFORMANCE INDICATOR
1	Percentage of Passing by Subject Area in Quarterly Academic Assessment (Based on Sf9 Form 138- 3 rd Quarter/ 1 st Sem)
2	No. of Least Learned Competencies Based on Quarterly Test Item Analysis in all Subject Areas (3 rd Quarter)
3	No. of non-readers
4	No. of non-numerates
5	No. of learners attended remedial classes
6	No. of Instructional Supervision Conducted by School Head
7	No. of Teachers Attended LAC Session
8	No. of Teachers Attended Other Trainings
9	No. of Teachers Provided with Technical Assistance on Curriculum Management and Implementation
10	No. of Learners Provided with Learning Resources
11	No. of teacher developed contextualized learning resources
12	No. of quality assured contextualized learning resources
13	No. of Public-School Teachers and Teaching-Related Staff Trained
14	No. of School Awards (Students, Teachers, SH)



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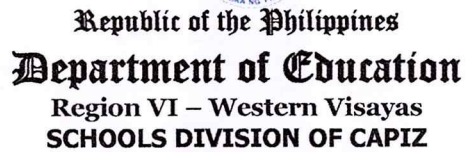
15	School-Based Training and Development (LAC And INSET)
16	No. of Stakeholders Participated in school activities
17	Generated resources (in peso value)
18	No. of research and innovations implemented
19	No. of issues and concerns addressed by the school head (based on previous SPIRPA & IPPD)
20	ELLNA Results
21	NAT G6 Results
22	NATG 12 Results
23	No. of learners participated in Division, Regional, National, and International activities
24	No. of TESDA National Certification passers

EQUITY

No.	PERFORMANCE INDICATOR
1	No. of Learners Benefiting from "School - Based Feeding Program"
2	Is the school Child Friendly School System compliant?
3	Does the school have functional ancillary services (library, clinic, guidance, canteen, and others – please specify)

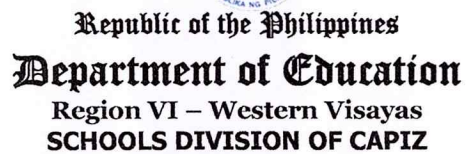
RESILIENCY & WELL-BEING

No.	PERFORMANCE INDICATOR
1	No. of Affected and Displaced Learners Retained
2	No. of bullying cases reported and addressed
3	No. of child abuse cases reported and addressed
4	No. of Schools and Learning Centers Compliant to Rights-Based Education (RBE) in the Learning Environment
5	Does the school obtain a very Satisfactory Learners Rating on RBE
6	No. of Learners Equipped with Capacities on what to do before, during, and after A Disaster/Emergency
7	No. of Learners with at least 80% improved Health Statistics/BMI
8	Measures initiated / implemented by the school to address the challenges brought by the high heat indices



Validators: _____

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Enclosure No. 3 to Division Memorandum 112, s. 2025

**MONITORING AND EVALUATION (M&E) TOOL FOR THE CONDUCT OF
QUARTERLY SPIRPA CONFERENCE**

Name of School: _____

District: _____

Date on the conduct of SPIRPA: _____

Time Monitored: _____

INDICATORS	STRONGLY OBSERVED	OBSERVED	NOT OBSERVED	REMARKS
A. SMEA Preparation				
The School Head & PIRPA Team...				
1. gathered and consolidated the SPIRPA reports with MOVs				
2. prepared SPIRPA dashboard				
3. broke down KPIs into sub-KPIs				
4. selected three (3) prioritized KPIs				
5. prioritized / segmented the KPIs				
6. characterized the Prioritized KPIs				
7. validated the gathered data				
8. proposed appropriate interventions				
9. identified the TA needed and from whom				
10. sent communication letters/ informed the expected stakeholders or participants regarding the conduct and schedule of the SPIRPA Conference				
B. SPIRPA Proper				
B.a. The School Head presented the...				
11. purpose of SPIRPA				
12. leading indicators for the quarter through a dashboard				
13. three (3) prioritized KPIs				
14. segmentation and characterization per prioritized KPIs				
15. proposed interventions for each prioritized KPIs				
16. TA needs and from whom				
17. accomplishment reports (quarterly, issues encountered, hindering and facilitating factors)				
B.b. The Participants...				
18. participated actively in the discussion				
19. arrived at the venue on time and left after the conduct of the session/activity				
B.c. 20. Observed by the monitoring team				
C. POST SPIRPA				
The School and SPIRPA Team...				
21. adjusted AIP/ LCP based on SPIRPA results				
22. finalized the Minutes and Attendance sheets with pictures and other MOVs				

Monitored by: _____
Name and Signature

Conformed by: _____
School Head

Noted: _____
Public Schools District Supervisor



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Enclosure No. 4 to Division Memorandum 112 s. 2025

QUARTERLY ACCOMPLISHMENT TEMPLATE

1. **STATUS OF PERFORMANCE INDICATORS / ANALYSIS OF KPIs** per quarter (in graphical, tabular, and textual PowerPoint Presentation for easy understanding in the delivery of data elements) (for SPIRPA only)
2. **PRIORITIES, CHARACTERIZATION, PROPOSED INTERVENTION AND DATE OF IMPLEMENTATION AND TA NEEDED** (for SPIRPA only)

Prioritized KPI No. 1/2/3	Priorities	Curriculum Support System	Characterization	Proposed Intervention	Date of Implementation	TA Needed	From Whom? & Date

3. SUMMARY OF ACCOMPLISHMENT

KRA/ Pillar	Physical			Financial		
	# of Target Activities (Based on Year 3 Annual WFP)	# of Actual Accomplishments	% of Accomplishments	Amount to be Utilized (Based on Year 3 Annual WFP)	Actual Amount Utilized	% of Utilization
Access						
Equity						
Quality						
Resiliency & Well-Being						
Governance						
Total						

4. SUMMARY OF ACCOMPLISHED ACTIVITIES

KRA/ Pillar	Objectives	Target (Based on Year 3 Annual WFP)	Accomplished Activities	Actual Accomplishment	Facilitating Factors
Access	SO				
Equity					
Quality					
Resiliency & Well-Being					
Governance					



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5. SUMMARY OF UNACCOMPLISHED ACTIVITIES

KRA/ Pillar	Objectives	Target (Based on Year 3 Annual WFP)	Planned Activities (Based on Year 3 Annual WFP)	Actual Accomplishment	Issues	Hindering Factors	Action/s to be Taken
Access	<u>SO</u>						
Equity							
Quality							
Resiliency & Well- Being							
Governance							

6. Financial Report (for SPIRPA only)

Source of Fund	Amount to be Utilized	Actual Amount Utilized	%of Utilization
1. MOOE			
2. PTA			
3. Alumni			
4. Barangay			
5. SEF			
6. Others (Donated)			
Total			



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