



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

20 JUN 2025

**DIVISION MEMORANDUM**

No. 277, s. 2025

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

To: OIC, Office of the Asst. Schools Division Superintendent  
OIC, Office of the CES, CID & SGOD  
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 **Second Quarter SPIRPA** activities on the following schedule:

Date/ Time	Activity	Participants
June 23-24, 2025/ 3:30-5:00 PM	Pre-Work Activities by school	School PIRPA Team
June 25, 2025 9:00 AM – 5:00 PM	District Validation of Accomplishments	School Heads and District PIRPA Team
June 27 & 30, 2025 3:30-5:00 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 school 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



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participated in by 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 June 20, 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](mailto:ronald.dile001@deped.gov.ph) or mobile number 09209831298.
8. Immediate dissemination of and compliance with this Memorandum are desired.

  
**ROEL F. BERMEJO**

Schools Division Superintendent

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 277, s. 2025

**2025 SECOND QUARTER  
PERFORMANCE INDICATORS**

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

**ACCESS**

No.	PERFORMANCE INDICATOR
1	Total No. of Learners
2	Total No. of Learners Per Nutritional Status Category
3	Total No. of Organized Classes
4	Total No. of Available Modules
5	Total No. of Available Worksheets
6	Total No. of Available Textbooks
7	Total No. of Available Work Week Plan (if applicable)
8	Total No. of Available Lesson Exemplars
9	Total No. of Available Assessment Tool for CRLA
10	Total No. of Available Assessment Tool for Phil IRI
11	Total No. of Available Assessment Tool for RMA
12	Total No. of Functional DCM
13	Total No. of Instructional Classrooms
14	Total No. of Functional handwashing facilities (10:100)
15	Total No. of Functional Comfort Rooms (1:50)
16	Does the school have Functional Internet Connectivity?
17	Does the school have electricity?

**QUALITY**

No.	PERFORMANCE INDICATOR
1	No. of Non-Readers
2	No. of Non-Numerates
3	No. of Instructional Supervision Conducted by School Head
4	No. of Teachers Attended LAC Session
5	No. of Teachers Attended Other Training
6	No. of Teachers Provided with Technical Assistance on Curriculum Management and Implementation
7	Percentage of Learners Enrolled In: SPED, ALS, IPED, ALIVE
8	Percentage of Learners Provided with Learning Resources
9	No. of Teaching-Related Staff Trained
10	Stakeholders' Participation and Donation
11	Total No. of Teachers



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**EQUITY**

<b>No.</b>	<b>PERFORMANCE INDICATOR</b>
1	No. of "School the Based Feeding Program" Beneficiaries
2	Is the school a Child-Friendly School?

**RESILIENCY & WELL-BEING**

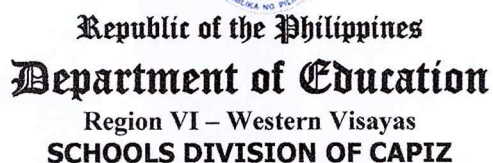
<b>No.</b>	<b>PERFORMANCE INDICATOR</b>
1	No. of Bullying and Child Abuse Cases are Acted Upon



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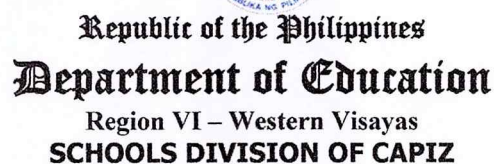
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**VALIDATION CHECKLIST** (for SPIRPA only)

School : \_\_\_\_\_  
 Date of Conduct of SPIRPA: \_\_\_\_\_  
 Date of Validation: \_\_\_\_\_  
 Validators: \_\_\_\_\_

[illegible]



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Enclosure No. 3 to Division Memorandum 277, s. 2025

**SCHOOL PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE ASSESSMENT (SPIRPA) 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
<b>A. SPIRPA Preparation</b>				
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>B. SPIRPA Proper</b>				
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				
<b>C. POST SPIRPA</b>				
<b>The School and SPIRPA Team...</b>				
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 277, 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					





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Resiliency & Well-Being					
Governance					

**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			