



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUM

No. 402 s. 2025

CHANGE IN SCHEDULE FOR THE CONDUCT OF SCHOOL AND DIVISION PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE ASSESSMENT (PIRPA)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Unit and Section Heads
Public Elementary, Secondary and Integrated School Heads
Division Field Technical Assistance Team (DFTAT)
All Others Concerned

1. In reference to **Division Memorandum No. 306, s. 2025**, titled "*Conduct of Program Implementation Review and Performance Assessment (PIRPA) FY 2025*", and **Division Memorandum No. 307, s. 2025**, titled "*Conduct of School Program Implementation Review and Performance Assessment (SY 2024-2025)*," this Office hereby issues the revised schedule for the conduct of PIRPA. The **School PIRPA** is rescheduled from **July 3-4, 2025** to **July 8-9, 2025**, while the **Division PIRPA** is moved from **July 8-9, 2025** to **July 14-15, 2025**
2. All other provisions of said memoranda shall remain in force and in effect.
3. Immediate dissemination and widest dissemination to this Memorandum is desired.

VILMA D. EDA, CESO V
Schools Division Superintendent

Reference: DO 29, s. 2022
Enclosure: Division Memo Nos 306 and 307, s. 2025

To be included in the Perpetual Index
Under the following subject
Technical Assistance PIRPA
SGOD/smr/ PIRPA/Change
June 30, 2025



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Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 306 s, 2025

**CONDUCT OF DIVISION PROGRAM IMPLEMENTATION REVIEW AND
 PERFORMANCE ASSESSMENT (PIRPA) FY 2025**

To: Assistant Schools Division Superintendent
 Chief Education Supervisor (SGOD & CID)
 All Others Concerned

1. Pursuant to DepEd Order No. 29, s. 2022, also known as the Adoption of the Basic Education Monitoring and Evaluation Framework, this Office through the School Governance and Operations Division (SGOD) will conduct the Division Program Implementation Review and Performance Assessment (PIRPA) for Midyear 2025 at the SDO Conference Hall on **July 8-9, 2025**.
2. The activity aims to:
 - a. present the accomplishments in the implementation of major programs, projects, and activities (PPAs);
 - b. identify and discuss bottlenecks, challenges, issues and concerns affecting the delivery of PPAs;
 - c. determine adjustments and enhancements in existing policies, programs, projects, activities; and
 - d. identify lessons learned or best practices implemented.
3. The participants shall prepare and submit a 10-minute Powerpoint Presentation of Year End Accomplishment Report through the link: <http://tinyurl.com/2024YearEndPIR> not later than June 30, 2025.
4. Immediate dissemination of this memorandum is desired.



VILMA D. EDA, CESO V
 Schools Division Superintendent



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Mechanics of the Presentation of the Midyear Program Implementation Review and Performance Assessment

1. The program owners will present the Mid-Year Accomplishment. Each program owner is allotted a maximum of 10 minutes for their PowerPoint presentation.
2. The report shall focus on the accomplishment based on the following:
 - a. Implementation and Monitoring and Evaluation Plans
 - b. OPCR/IPCR
 - c. 2025 Midyear Accomplishment Report
3. The order of presentation will be determined either by a random selector or at the discretion of SDS.
4. The Top Management and the Chiefs shall serve as Panel Reactors. They shall give their responses, insights on issues and concerns being discussed.
5. Keep the report simple, concise and direct to the point.
 - use short and brief bullet points for easy consolidation
 - use charts, tables, infographics and visualizations to clearly illustrate trends and patterns, if applicable
 - ensure data accuracy

Template for the Program Owners with Fund based on PMIS(WFP)

A. Physical And Financial Accomplishment

Name of the Program:

Output/s	Performance Indicator	Physical Target	Physical and Financial Plan				Remarks
			Accomplishment	Allotment	Obligation	Disbursement	
			No.	%			
Continuing FY 2024							
Current-FY 2025							



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B. Issues and Concerns

Operational Policy Issues and Recommendations/Actions Needed from Schools Division Office/Regional Office

PPAs	Operational or Policy Issue	Recommendation of the SDO	Decision and Actions Needed from SDO/RO/CO

C. Initiatives and Best Practices

Quick Wins

- 1
- 2

Best Practices

- 1
- 2

D. Ways Forward

- 1
- 2



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**MID-YEAR DIVISION PROGRAM IMPLEMENTATION REVIEW
AND PERFORMANCE ASSESSMENT**
July 8-9, 2025
ACTIVITY MATRIX

Day 1		
TIME	PROGRAM OF ACTIVITIES	SPEAKERS
7:30 AM	Registration of Participants	
8:00 AM	Opening Program - Philippine National Anthem - Prayer - Welcome Remarks - Presentation of Participants - Message	AVP AVP Dr. Annie D. Pagdilao Moderator SDS Vilma Eda, CESO V
8:30 AM	DMEPA/PIR Proper Levelling Off/Mechanics of the Presentation	Ms. Susiemar M. Rapisura
	Accomplishment Reporting (Set 1)	Concerned Operating Unit Heads and Process Owners
12:00 NN	LUNCH BREAK	
1:00 PM	Accomplishment Reporting (Set 2)	Concerned Operating Unit Heads and Process Owners
	Health Break	
	Accomplishment Reporting (Set 3)	Concerned Operating Unit Heads and Process Owners
4:30 PM	Wrap up for Day 1	Ms. Grace Castaneda



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DAY 2		
TIME	PROGRAM OF ACTIVITIES	SPEAKERS
8:00 AM	Preliminaries: Opening Prayer Management of Learning	SDO PMT
8:30AM	Continuation of Accomplishment Reporting	Concerned Operating Unit Heads and Process Owners
	Processing of Outputs (Comments and Suggestions)	Top Management
10:00 AM	HEALTH BREAK	
	Processing of Outputs (Comments and Suggestions)	Top Management
12:00 Noon	LUNCH BREAK	
	Continuation of Accomplishment Reporting	Concerned Operating Unit Heads and Process Owners
	Processing of Outputs (Comments and Suggestions)	
	HEALTH BREAK	
4:00 PM	Synthesis	Ms. Gloria Cabotaje
	Ways Forward	Mr. Rodrigo Q. Reyes, Jr.
	Closing Remarks	Dr. Annie D. Pagdilao, CESO VI
	Evaluation	PMT

Moderators: Aurelyn Fieldad and Sherwin Fabre
Education Program Specialist/ Project Development Officer I



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REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION PIRPA
LIST OF PARTICIPANTS

NO.	NAME	POSITION
1	EDA, VILMA DUQUEZ	SCHOOLS DIVISION SUPERINTENDENT
2	PAGDILAO, ANNIE DUMBRIGUE	ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
3	NATIVIDAD, MARIE CHRISTINE LAZO	CHIEF EDUCATION SUPERVISOR
4	REYES JR., RODRIGO QUITASOL	CHIEF EDUCATION SUPERVISOR
5	TAGORDA, KIM RABARA	ADMINISTRATIVE OFFICER V
6	RABO, ROMMEL RAPISURA	EDUCATION PROGRAM SUPERVISOR
7	REGASPI, FELIPA TAISA	EDUCATION PROGRAM SUPERVISOR
8	ROBIÑOL, NELSON AGUILAR	EDUCATION PROGRAM SUPERVISOR
9	PESCADOR, EDGAR LAURENTE	EDUCATION PROGRAM SUPERVISOR
10	FRIAL, PETER JOHN ARCE	EDUCATION PROGRAM SUPERVISOR
11	SIABABA, CLARITO ARRUEJO	EDUCATION PROGRAM SUPERVISOR
12	ABELLA, AMELYN PLETE	EDUCATION PROGRAM SUPERVISOR
13	CORTEL, SOLITO SUYAT	EDUCATION PROGRAM SUPERVISOR
14	AMORIN, ELSIE COMPAS	EDUCATION PROGRAM SUPERVISOR
15	CARDENAS, PELAGIO FLORENDO	EDUCATION PROGRAM SUPERVISOR
16	RAPISURA, SUSIEMAR MALAZA	EDUCATION PROGRAM SUPERVISOR
17	BATULAN, ARLYN DELA PEÑA	MEDICAL OFFICER III
18	CASTAÑEDA, GRACE FILARCA	SCHOOL PRINCIPAL II
19	RAPACON, MAC LUBERT RAFANAN	DENTIST II
20	TORRICER, PRINCESS GARCIA	SENIOR EDUCATION PROGRAM SPECIALIST
21	GARMA, CHERRY JOY DISCAYA	SENIOR EDUCATION PROGRAM SPECIALIST
22	TAPAT, ERIC LUCERO	INFORMATION TECHNOLOGY OFFICER I
23	SUERO, MARY JOY PAJARO	ADMINISTRATIVE OFFICER V
24	GASMEN, CHRISTOPHER MICHAEL TORRES	ACCOUNTANT III
25	CABOTAJE, GLORIA PAJO	PLANNING OFFICER III
26	AGTUTUBO, LAURENCE ARROBIO	EDUCATION PROGRAM SPECIALIST II
27	FIELDAD, AURELYN FILOMENO	EDUCATION PROGRAM SPECIALIST II
28	DE MESA, CHRISSELLE R.	EDUCATION PROGRAM SPECIALIST II
29	QUIOCHO, ALDRICH BILGERA	PROJECT DEVELOPMENT OFFICER II
30	MARTINEZ, APHRODITE HOPE	PROJECT DEVELOPMENT OFFICER II
31	AGATI, LAURIE ANGELA MARTINEZ	NURSE II
32	TABORDA, MARIA KORYNNE PAZ	NURSE II
33	ANCHETA, DAISY ABUAN	ADMINISTRATIVE OFFICER IV
34	MOLINA, GREATEST YENG CASTAÑEDA	ADMINISTRATIVE OFFICER IV
35	RIODIL, SHERELYN BIELZA	ADMINISTRATIVE OFFICER IV
36	SINOGO, MARK ALLEN	ADMINISTRATIVE OFFICER IV
38	FABRE, SHERWIN DELA CRUZ	PROJECT DEVELOPMENT OFFICER I



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SDO PROGRAM MANAGEMENT TEAM

Overall Chairperson: Rodrigo Q. Reyes, Jr.
Program Manager: Susiemar M. Rapisura
Members: Grace Castaneda
Cherry Joy Garma
Gloria Cabotaje
Secretariat/Documenter: Princess G. Torricer
Aurelyn Fieldad
Sherwin Fabre



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2025-1441

Republic of the Philippines
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REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 507 s. 2025

**CONDUCT OF SCHOOL PROGRAM IMPLEMENTATION REVIEW AND
PERFORMANCE ASSESSMENT (PIRPA) SY 2024-2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD & CID)
Public Elementary, Secondary and Integrated School Heads
All Others Concerned

- Pursuant to DepEd Order No. 29, s. 2022, also known as the Adoption of the Basic Education Monitoring and Evaluation Framework, this Office through the School Governance and Operations Division (SGOD) will conduct the Midyear School Program Implementation Review and Performance Assessment (PIRPA) for SY 2024-2025 at the SDO Conference Hall on July 3-4, 2025.
- The activity aims to:
 - present the accomplishments in the implementation of major programs, projects, and activities (PPAs);
 - identify and discuss bottlenecks, challenges, issues and concerns affecting the delivery of PPAs;
 - determine adjustments and enhancements in existing policies, programs, projects, activities; and
 - identify lessons learned or best practices implemented.
- The participants in this activity are the School Heads, Assistant Principals and Department Heads. No proxy is allowed.
- Schools are required to prepare and submit a 10-minute PowerPoint presentation of the School Year-End Accomplishment Report via this link: <http://tinyurl.com/2024YearEndPIR>. All outputs must be quality-assured by the Technical Assistance Providers (TAPs) prior to presentation to top management. The deadline for submission is June 20, 2025.
- Immediate dissemination of this memorandum is desired.

VILMA D. EDA, CESO V
Schools Division Superintendent

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY

29 MAY 2025

RELEASED

BY: _____



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**Mechanics of the Presentation of the School Program Implementation Review
and Performance Assessment**

1. The School Heads shall present the School Year-End Accomplishment. Each school head is allotted for a maximum of 10-minute Powerpoint Presentation.
2. The report shall focus on the accomplishment based on the following:
 - a. Implementation and Monitoring and Evaluation Plans
 - b. OPCR(KRA)
 - c. SY 2024-2025 Accomplishment Report (July 2024-April 2025)
3. The order of presentation shall be done through random selector.
4. The Top Management and the Chiefs shall serve as Panel Reactors. They shall give their responses, insights on issues and concerns being discussed.
5. Keep the report simple, concise and direct to the point.
 - use short and brief bullet points for easy consolidation
 - use charts, tables, infographics and visualizations to clearly illustrate trends and patterns, if applicable
 - ensure data accuracy
6. Before presentation to top management, ensure that all outputs undergo quality assurance by the assigned technical assistance providers per Division Memo No. 231 s. 2025.



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Suggested Template for Physical and Financial Plan/SBM Result and Issues and Concerns

Note: Accomplishment reporting shall be presented based on Key Result Areas (KRAs)

A. Physical And Financial Accomplishment

Name of the Program: _____

Output/s	Performance Indicator	Physical Target	Physical and Financial Plan		Allotment	Obligation	Disbursement	Remarks
			Accomplishment					
			No.	%				
Continuing FY 2024								
Current-FY 2025								

B. Summary of SBM Self- Assessment Checklist Result

SBM Indicators	Degree of Manifestation

Analysis:

Technical Assistance Needs:



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C. Issues and Concerns

Operational Policy Issues and Recommendations/Actions Needed from Schools Division Office/Regional Office

PPAs	Operational or Policy Issue	Recommendation of the School	Decision and Actions Needed from SDO/RO/CO

D. Best Practices

Best Practice - is a technique or methodology that, through experience and research, has proven to reliably lead to a desired result.

E. Quick Wins

Quick Win - is defined as a new improvement that is visible, contributes to the organization, and can be achieved quickly after starting PPAs i

F. Ways Forward



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**SCHOOL YEAR-END PROGRAM IMPLEMENTATION REVIEW
AND PERFORMANCE ASSESSMENT**
July 3-4, 2025
ACTIVITY MATRIX

Day 1-July 3, 2025		
TIME	PROGRAM OF ACTIVITIES	SPEAKERS
7:30 AM	Registration of Participants	
8:00 AM	Opening Program - Philippine National Anthem - Prayer - Quality Policy Statement - Welcome Remarks - Presentation of Participants - Message	AVP AVP AVP Dr. Annie D. Pagdilao, CESO VI Asst. Schools Div. Superintendent Moderator Ms. Vilma D. Eda, CESO V Schools Division Superintendent
	Status of Resources Reporting	
	Budget Utilization Rate of Schools	Ms, Mary Joy P. Suero
	Status of Human Resources	Ms. Greatest Yeng C. Molina
	Disbursement Rate of Schools	Mr. Christopher Michael T. Gasmen
9:30 AM	Health Break	
10:00 AM	PIR Proper Levelling Off/Mechanics of the Presentation	Ms. Susiemar M. Rapisura
	Accomplishment Reporting	School Heads
12:00 NN	LUNCH BREAK	
1:00 PM	Accomplishment Reporting	School Heads
3:00 PM	Health Break	
3:15 PM	Accomplishment Reporting	School Heads
4:30 PM	Wrap up for Day 1	Ms. Grace Castaneda



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DAY 2-July 4, 2025		
TIME	PROGRAM OF ACTIVITIES	SPEAKERS
8:00AM	Preliminaries: Opening Prayer Management of Learning	SDO PMT
8:30 AM	Continuation of Accomplishment Reporting	School Heads
12:00 Noon	HEALTH BREAK	
1:00 PM	LUNCH BREAK	
1:00 PM	Continuation of Accomplishment Reporting	School Heads
4:00 PM	HEALTH BREAK	
	Synthesis	Ms. Gloria Cabotaje
	Ways Forward	Mr. Rodrigo Q. Reyes, Jr.
	Closing Remarks	Dr. Annie D. Pagdilao, CESO VI
	Evaluation	PMT

Moderators: Aurelyn Fieldad and Sherwin Fabre
Education Program Specialist/ Project Development Officer I



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**SCHOOL YEAR-END PIRPA
LIST OF PARTICIPANTS**

NO.	NAME	POSITION
1	MARIE- SOL A. CASTAÑEDA	Principal III
2	LETICIA A. PUGRAD	Principal I
3	LANY Q. CORPUZ	Principal I
4	RICHARD A. AGTUTUBO	Principal III
5	RACQUEL A. FOLLANTE	Principal II
6	KAREN A. FRANDO	Principal II
7	ROYSTON F. QUIDOLIT	Head Teacher III
8	VIVIAN T. DEL CASTILLO	Head Teacher III
9	ROSARIO A. ORGANO	Principal II
10	PAULINO B. ANINAG JR.	Principal II
11	ANA A. CASTOR	Principal III
12	MAGGIE P. AYTONA	OIC, Principal
13	ERIC A. BILGERA	Head Teacher III
14	DINA Q. RIVAD	Principal II
15	AZENITH A. RAMOS	Principal I
16	PABLO B. BAÑAGA JR.	Head Teacher II
17	AVELINA T. ALON	Principal I
18	NORA P. PAROLIGAN	Principal III
19	EDITHA C. BAGCAL	Principal IV
20	ANITA R. PRESTO	Principal III
21	REYNARIO T. VILORIA	Principal I
22	GLENN TADENA	Assistant Principal II
23	RAYMOND FLORENDO	Assistant Principal II
24	SALVADOR AVISA	Assistant Principal II
25	ERLINDA F. ANICAS	Head Teacher VI
26	AILEEN JOY R. MANZANO	Head Teacher VI
27	JOSEPH Q. OBRERO	Head Teacher VI
28	RONALD P. ALEJO	Head Teacher VI
29	DENNIS A. QUILLOPO	Head Teacher VI
30	MARIA THERESA O. REDONDO	Head Teacher VI
31	ELOISA B. AQUINO	Head Teacher VI
32	EFREN A. ARMANDICO	Head Teacher VI



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