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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. 1042 s. 2026

CONDUCT OF THE FOURTH QUARTER PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE ASSESSMENT (PIRPA) BY FUNCTIONAL DIVISION

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Section Heads/Unit Heads
All Others Concerned

1. In preparation for the presentation of the Division's overall accomplishments scheduled on **December 14–17, 2026**, all functional divisions are hereby directed to conduct the **Fourth Quarter Program Implementation Review and Performance Assessment (PIRPA)** to assess the progress of program implementation, evaluate accomplishments against targets, identify gaps and implementation challenges, and determine appropriate actions to improve program delivery.

2. While the Fourth Quarter PIRPA is originally scheduled for the first week of January 2027, the scheduled presentation of the Division's overall accomplishments necessitates the advance conduct of the review and consolidation of accomplishments. Hence, all functional divisions shall prepare and submit their respective accomplishment reports covering the period **January 2026 to November 30, 2026**, as inputs to the Division's overall accomplishment presentation.

3. In conducting the review, the following shall be observed:
   a. Each functional division shall review the implementation status of its respective programs, projects, and activities (PPAs), including the extent of accomplishment against established targets;
   b. Accomplishment reports shall highlight significant outputs and outcomes, performance indicators, and the corresponding means of verification (MOVs);
   c. The review shall include an assessment of the utilization of resources, implementation issues and challenges, and factors affecting the attainment of targets;
   d. Identified gaps and challenges shall be analyzed, with corresponding recommendations and action plans to address implementation concerns; and
   e. Division Chiefs and Program Owners shall ensure the accuracy, completeness, and consistency of the data and information reflected in their respective reports.

4. All functional divisions shall submit their accomplishment reports to the SGOD-SMME on or before **December 4, 2026**, to allow sufficient time for consolidation, validation, and preparation for the Division's overall accomplishment presentation.

5. The SGOD-SMME shall provide the necessary technical assistance in the review, consolidation, and analysis of the submitted reports. The results of the PIRPA shall serve as inputs to the Division's overall accomplishment presentation and succeeding management decisions.

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6. For guidance, information, and strict compliance.

VILMA D. EDA, CESO V
Schools Division Superintendent

SGOD/RQR/smr

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
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