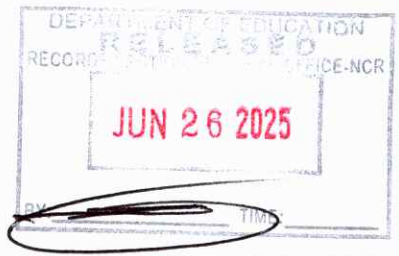




Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



June 24, 2025

**REGIONAL MEMORANDUM**

No. 549, s. 2025

**To.:** Schools Division Superintendent  
Functional Division Chiefs  
All Others Concerned

**Series of Activities Relative to PHIL-IRI- S.Y. 2025-2026 Orientation Among Key Stages 2 and 3 Teachers and Literacy Mentors in the National Capital Region**

1. Pursuant to Memorandum DM-CT-2025-120 re: Corrigendum to the Joint Memorandum dated November 18, 2024 (Guidelines for the Utilization of Program Support Funds for the Printing of Philippine Informal Reading Inventory and Rapid Mathematics Assessment Tools for Key Stages 2 and 3), the Department of Education-National Capital Region thru the Curriculum and Learning Management Division (CLMD) will conduct the above-captioned activities in the following dates:

ACTIVITIES	DATE	VENUE
<b>Series 1:</b> Planning Meeting with Regional PMT-PHIL-IRI SY 2025-2025 Orientation	June 27, 2025	CLMD-DepEd NCR
<b>Series 2:</b> PHIL-IRI- S.Y. 2025-2026 Orientation Among Key Stages 2 And 3 Master Teachers in the National Capital Region	June 30-July 3, 2025	TBA
<b>Series 3:</b> 1st Coordination Meeting with English and Filipino EPSs (PHIL-IRI Implementation)	August 28, 2025	CLMD-DepEd NCR
<b>Series 4:</b> 2nd Coordination Meeting with English and Filipino EPSs	September 5, 2025	CLMD-DepEd NCR
<b>Series 5:</b> Middle of School Year-Intensive Orientation on PHIL-IRI on Reading Interventions Among Key Stage 2 and 3 Teachers	October 7-9, 2025 October 12-14, 2025	TBA
<b>Series 6:</b> Midyear Program Implementation Review (PIR)	November 12-14, 2025	TBA
<b>Series 7:</b> 3rd Coordination Meeting with English and Filipino EPSs	November 25, 2025	CLMD-DepEd NCR
<b>Series 8:</b> 4th Coordination Meeting with English and Filipino EPSs	December 10, 2025	CLMD-DepEd NCR

2. The activity aims to provide NCR Master Teachers and teachers the significant updates and unified knowledge on the administration of PHIL-IRI for key stages 2 and



6 Misamis Street, Bago Bantay, Quezon City 1105

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NATIONAL CAPITAL REGION

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3 learners in NCR, acquire the fullest understanding of the procedural conduct of the said assessment and obtain knowledge on the roles fitting and context-based interventions necessary to equip learners with their needed pedagogical assistance during the school year. Furthermore, the series of activities will provide ample venues for teachers and literacy mentors to gain appropriate understanding of reading assessment and related assessments in the field.

3. The participants to the series of activities shall include the following: **Series 1**(English and Filipino EPSs); **Series 2**(English and Filipino EPSs, Master Teachers in English and Filipino); **Series 3**(English and Filipino EPSs); **Series 4**(English and Filipino EPSs); **Series 5** (English and Filipino EPSs & English and Filipino Teachers); **Series 6**(RO-English and Filipino EPSs); **Series 7**(English and Filipino EPSs) and Series 7(English and Filipino EPSs).

4. Meanwhile, the first series of activity shall be composed of four (4) batches of participants who shall only spend one (1) day of orientation in the following dates:

- Batch 1-CAMANAVA (**Caloocan, Malabon, Navotas, Valenzuela**) - June 30, 2025 only
- Batch 2 -PAMAMAZON (**Pasay, Makati, Manila, Quezon City**) - July 1, 2025 only
- Batch 3 -PAMAMARISAN (**Pasig, Marikina, Mandaluyong, San Juan**) - July 2, 2025 only
- Batch 4 -MUNTAPARLAS (**Muntinlupa, Tapat, Paranaque, Las Pinas**) - July 3, 2025 only

Moreover, the CID Chiefs of 16 SDOs are invited to the orientation to obtain understanding of the conduct of PHIL-IRI.

5. Refer to attachments: *(List of teacher-participants will be indicated in the Division Memorandum)*

- Annex A- List of Participants
- Annex B- List of Trainers & Technical Working Group
- Annex C- Timeline of Activities
- Annex D- Distribution of participants per SDO

6. All master teacher participants are requested to register via this link:  
<https://tinyurl.com/5bfde3p3>

7. The participants are likewise expected to bring the following:

- laptop
- extension cord
- soft copy/hard copy of PHIL-IRI materials



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8. The travelling and other related expenses of the participants shall be charged against Division/School Maintenance and Other Operating Expenses (MOOE), subject to usual auditing and accounting rules and regulations. Further, the involvement of regional and division officials in activities scheduled during holidays or weekends entitles them to Compensatory Overtime Credit (COC), in accordance with DepEd Order No. 53, s. 2003, and CSC and DBM Joint Circular No.2, s, 2004. Similarly, teachers' participation warrants service credits as outlined in DO 13, s. 2024, "*Revised Guidelines on the Grant of Vacation Service Credits for Teachers*," subject to prevailing DepEd rules and regulations.
9. Immediate dissemination of this Memorandum is desired.

**JOCELYN DR ANDAYA**  
Regional Director, NCR  
Concurrent Officer-In-Charge, Office of the  
Assistant Secretary for Operations



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6 Misamis Street, Bago Bantay, Quezon City 1105



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**Department of Education**  
NATIONAL CAPITAL REGION

**ANNEX A**

**LIST OF PARTICIPANTS**

**SERIES OF ACTIVITIES RELATIVE TO THE CONDUCT OF PHIL-IRI- S.Y. 2025-2026 AMONG KEY STAGES 2 AND 3 IN DEPED-NATIONAL CAPITAL REGION**

<b>DIVISION/OFFICE</b>	<b>NAME</b>	<b>DESIGNATION</b>
RO-CLMD	MICAH G. PACHECO	OIC-EPS CHIEF/EPS-SCIENCE
RO-CLMD	ARNOLD C. GATUS	EPS-ENGLISH
RO-CLMD	MARICAR A. BANGIT	EPS-KINDERGARTEN/OIC-EPS FILIPINO
CALOOCAN	JOCELYN M. ALINAB	CHIEF EDUCATION SUPERVISOR
LAS PINAS	RAQUEL M. AUSTERO	CHIEF EDUCATION SUPERVISOR
MALABON	JOSEFINA M. PABLO	CHIEF EDUCATION SUPERVISOR
MANILA	RONALD VINCENT R. SALVA	PSDS/OIC-CID
MAKATI	MICHAEL M. MERCADO	CHIEF EDUCATION SUPERVISOR
MARIKINA	JOSEPH T. SANTOS	CHIEF EDUCATION SUPERVISOR
MANDALUYONG	ALYN G. MENDOZA	CHIEF EDUCATION SUPERVISOR
MUNTINLUPA	FLORANTE C. MARMETO	CHIEF EDUCATION SUPERVISOR
NAVOTAS	MARCO D. MEDURANDA'	CHIEF EDUCATION SUPERVISOR
PASAY	LIBRADO F. TORRES	CHIEF EDUCATION SUPERVISOR



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PASIG	MANUEL A. LAGUERTA	CHIEF EDUCATION SUPERVISOR
PARANAQUE	RODEL C. APOSTOL	CHIEF EDUCATION SUPERVISOR
SAN JUAN	JOSEFINO C. POGOY, JR.	CHIEF EDUCATION SUPERVISOR
TAPAT	ELLERY QUINTIA	CHIEF EDUCATION SUPERVISOR
QUEZON CITY	HEIDE F. FERRER	CHIEF EDUCATION SUPERVISOR
VALENZUELA	FILMORE R. CABALLERO	CHIEF EDUCATION SUPERVISOR
CALOOCAN	CHRISTIAN JAY ILAGAN	EPS-ENGLISH
	SHEILA MOLINA	EPS-FILIPINO
	ANNABELLE H. NAVA	EPS-ENGLISH
LAS PINAS	MACARIO PELECIA	EPS-FILIPINO
	LUCY PEREZ	PSDS-IN-CHARGE ENGLISH-ELEM
MALABON	MARILOU S. SYJUECO	EPS-ENGLISH
	OFELIA FERNANDEZ	EPS-FILIPINO
MANILA	VICENTE M. VICTORIO JR.	EPS-ENGLISH
	EDWIN MABILIN	EPS-FILIPINO
MAKATI	GIZELLE V. LAUD	EPS-ENGLISH
	MA. FE BALABA	EPS-FILIPINO
MARIKINA	JANET S. CAJUGUIRAN	EPS-ENGLISH
	GALCOSO ALBURO	EPS-FILIPINO
MANDALUYONG	RAMON M. BELARDO, JR.	EPS-ENGLISH
	WERLITO BATINGA	EPS-FILIPINO
MUNTINLUPA	MA. CARMEN D. SOLAYAO	EPS-ENGLISH



6 Misamis Street, Bago Bantay, Quezon City 1105

[nocr@deped.gov.ph](mailto:nocr@deped.gov.ph)

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	ALBERT COLE	EPS-FILIPINO
	ELOISA F. ABABAT	EPS-ENGLISH
NAVOTAS	RICO TARECTECAN	EPS-FILIPINO
	IMELDA BOQUIREN	EPS-ENGLISH
PASAY	ROWELA CADAYONA	EPS-FILIPINO
	JOSELITO CALIOS	EPS-ENGLISH
PASIG	CEAZAR GONZALES	PSDS-IN-CHARGE OF FILIPINO
	RODRIGO MORALES	EPS-ENGLISH
PARANAQUE	EDWIN DORIA	EPS-FILIPINO
	MARNELLI TOLENTINO	EPS-ENGLISH
SAN JUAN	EULAFEL PASCUAL	EPS-FILIPINO
	LOVELYN M. INTAL	EPS-ENGLISH
TAPAT	JENNIFER RAMA	EPS-FILIPINO
	MA. NIMFA R. GABERTAN	EPS-ENGLISH
QUEZON CITY	RYAN ATEZORA	EPS-FILIPINO
	WINNIE F. TUGADE	EPS-ENGLISH
VALENZUELA	ROSARIE CARLOS	EPS-FILIPINO



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NATIONAL CAPITAL REGION

**ANNEX B**

**LIST OF TRAINERS**

**SERIES OF ACTIVITIES RELATIVE TO THE CONDUCT OF PHIL-IRI -S.Y. 2025-2026  
AMONG KEY STAGES 2 AND 3 IN DEPED-NATIONAL CAPITAL REGION**

**PHIL-IRI (ENGLISH GROUP)**

<b>DIVISION/OFFICE</b>	<b>NAME</b>	<b>DESIGNATION</b>	<b>DATE</b>
SDO VALENZUELA	WINNIE TUGADE	EPS -ENGLISH	JUNE 30-JULY 3, 2025
SDO MAKATI	GIZELLE V. LAUD	EPS -ENGLISH	JULY 1 – JULY 3, 2025
SDO TAPAT	LOVELYN M. INTAL	EPS -ENGLISH	JUNE 30-JULY 3, 2025
SDO NAVOTAS SDO MANDALUYONG	ELOISA ABABAT RAMON BELARDO JR.	EPS -ENGLISH EPS -ENGLISH	JUNE 30-JULY 3, 2025 JULY 2, 2025
SDO PASIG	JOSELITO CALIOS	EPS -ENGLISH	JUNE 30-JULY 3, 2025

**PHIL-IRI (FILIPINO GROUP)**

<b>DIVISION/OFFICE</b>	<b>NAME</b>	<b>DESIGNATION</b>	<b>DATE</b>
SDO NAVOTAS SDO MAKATI	RICO TARECTECAN MARIA FE BALABA	EPS -FILIPINO EPS -FILIPINO	JUNE 30-JULY 3, 2025 JULY 2, 2025
SDO MUNTINLUPA	JOHN ALBERT COLLE	EPS -FILIPINO	JUNE 30-JULY 3, 2025
SDO PASAY	ROWELA CADAYONA	EPS -FILIPINO	JUNE 30-JULY 3, 2025
SDO QUEZON CITY	RYAN ATEZORA	EPS -FILIPINO	JUNE 30-JULY 3, 2025

**TECHNICAL WORKING GROUP**

<b>DIVISION</b>	<b>NAME</b>	<b>DESIGNATION</b>	<b>SCHOOL</b>
SDO VALENZUELA	MA. EMILIE B.YUMANG	HEAD TEACHER VI	GEN. T. DE LEON NATIONAL HS
SDO VALENZUELA	MA. LIZA R. CANTIGA	HEAD TEACHER III	MAPULANG LUPA NATIONAL HS
SDO VALENZUELA	MARY ANN A. DOFREDO	HEAD TEACHER III	BAGBAGUIN NHS



6 Misamis St., Bago Bantay, Quezon City  
Email Address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
Website: <http://www.depedncr.com.ph>





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NATIONAL CAPITAL REGION

**ANNEX C**

**INDICATIVE TIMELINE OF ACTIVITIES**

**SERIES OF ACTIVITIES RELATIVE TO THE CONDUCT OF PHIL-IRI- S.Y. 2025-2026  
AMONG KEY STAGES 2 AND 3 IN DEPED-NATIONAL CAPITAL REGION**

<b>JUNE 30-JULY 3, 2025</b>	
<b>TIME</b>	<b>ACTIVITIES</b>
6:00 AM-8:00 AM	Arrival and Registration
8:00 AM-12:00 NN	<i>Session 1: PHIL-IRI Administration</i> <b>Break-out room 1:</b> Dr. Winnie Tugade (English-Secondary)-Days 1&2/Gizelle V. Laud (English Secondary)- Days 3&4 <b>Break-out room 2:</b> Dr. Lovelyn Intal (English Secondary) <b>Break-out room 3:</b> Joselito E. Calios (English Elem) <b>Break-out room 4:</b> Eloisa Ababat (English Elem) <b>Break-out room 5:</b> Dr. Rico Tarectecan (Filipino Secondary) <b>Break-out room 6:</b> Dr. Albert Colle (Filipino Secondary) <b>Break-out room 7:</b> Dr. Ryan Atezora (Filipino Elem) <b>Break-out room 8:</b> Dr. Rowela Cadayona (Filipino Elem)
12:00 NN-1:00 PM	Lunch Break
1:00 PM-3:00 PM	<i>Session 2: PHIL-IRI Context-Based Interventions</i> <b>Break-out room 1:</b> Dr. Winnie Tugade (English-Secondary)/Gizelle V. Laud (English Secondary) <b>Break-out room 2:</b> Dr. Lovelyn Intal (English Secondary) <b>Break-out room 3:</b> Joselito E. Calios (English Elem) <b>Break-out room 4:</b> Eloisa Ababat/Ramon Belardo Jr.(English Elem) <b>Break-out room 5:</b> Dr. Rico Tarectecan/Maria Fe Balaba (Filipino Secondary) <b>Break-out room 6:</b> Dr. Albert Cole (Filipino Secondary) <b>Break-out room 7:</b> Dr. Ryan Atezora (Filipino Elem) <b>Break-out room 8:</b> Dr. Rowela Cadayona (Filipino Elem)
3:00 PM-3:15 PM.	Health Break
3:15 PM-4:30 PM.	Continuation of Session 2
4:30 PM-5:00 PM.	Closing Program



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Website: <http://www.depedncr.com.ph>





Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

**ANNEX D**

**DISTRIBUTION OF PARTICIPANTS PER SDO**

**SERIES OF ACTIVITIES RELATIVE TO THE CONDUCT OF PHIL-IRI- S.Y. 2025-2026 AMONG KEY STAGES 2 AND 3 IN DEPED-NATIONAL CAPITAL REGION**

**JUNE 30-JULY 3, 2025**

<b>CAMANAVA CLUSTER</b>			
<b>DAY 1</b> <b>June 30, 2025</b>	<b>DIVISION</b>	<b>Pax</b>	<b>ROOM</b>
English-Elementary	Caloocan	37	1
	Navotas	9	
	Malabon	18	2
	Valenzuela	28	
English-Secondary	Caloocan	38	3
	Navotas	19	
	Malabon	20	4
	Valenzuela	34	
Filipino-Elementary	Malabon	23	5
	Valenzuela	32	
	Caloocan	29	6
	Navotas	25	
Filipino-Secondary	Caloocan	29	7
	Navotas	21	
	Malabon	22	8
	Valenzuela	29	
<b>PAMAMAZON CLUSTER</b>			
<b>DAY 2</b> <b>July 1, 2025</b>	<b>DIVISION</b>	<b>Pax</b>	<b>ROOM</b>
English-Elementary	Makati	12	1
	Quezon City	74	
	Pasay	29	2
	Manila	50	
English-Secondary	Makati	5	3
	Quezon City	82	
	Pasay	10	4
	Manila	63	
Filipino-Elementary	Manila	79	5
	Pasay	9	
	Makati	9	6
	Quezon City	54	
Filipino-Secondary	Pasay	11	7
	Manila	47	
	Makati	2	8
	Quezon City	51	



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

<b>PAMAMARISAN CLUSTER</b>			
<b>DAY 3 July 2, 2025</b>	<b>DIVISION</b>	<b>Pax</b>	<b>ROOM</b>
English-Elementary	Pasig	31	1
	San Juan	13	
	Marikina	25	2
	Mandaluyong	28	
English-Secondary	Pasig	27	3
	Mandaluyong	18	
	Marikina	27	4
	San Juan	10	
Filipino-Elementary	Pasig	40	5
	San Juan	13	
	Marikina	25	6
	Mandaluyong	16	
Filipino-Secondary	Pasig	36	7
	San Juan	10	
	Marikina	25	8
	Mandaluyong	22	
<b>MUNTAPARLAS CLUSTER</b>			
<b>DAY 4 July 3, 2025</b>	<b>DIVISION</b>	<b>Pax</b>	<b>ROOM</b>
English-Elementary	Muntinlupa	18	1
	Paranaque	24	
	TAPAT	28	2
	Las Pinas	15	
English-Secondary	Muntinlupa	11	3
	Paranaque	13	
	Las Pinas	25	4
	TAPAT	52	
Filipino-Elementary	Muntinlupa	21	5
	Paranaque	18	
	TAPAT	17	6
	Las Pinas	24	
Filipino-Secondary	Muntinlupa	21	7
	Las Pinas	25	
	Paranaque	17	8
	TAPAT	33	



Republic of the Philippines


## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

### MEMORANDUM

DM-CT-2025- 120

**TO :** ALL REGIONAL DIRECTORS  
All Others Concerned

**FROM :**  **GINA O. GONONG**  
Undersecretary for Curriculum and Teaching

**SUBJECT :** CORRIGENDUM TO THE JOINT MEMORANDUM DATED NOVEMBER 18, 2024 (GUIDELINES FOR THE UTILIZATION OF PROGRAM SUPPORT FUNDS FOR THE PRINTING OF PHILIPPINE INFORMAL READING INVENTORY AND RAPID MATHEMATICS ASSESSMENT TOOLS FOR KEY STAGES 2 AND 3)

**DATE :** March 28, 2025

To give the Regional Offices the flexibility on directly managing or downloading the funds, the third paragraph in the joint memorandum on the Guidelines for the Utilization of Program Support Funds for the Printing of Philippine Informal Reading Inventory and Rapid Mathematics Assessment Tools for Key Stages 2 and 3, dated November 18, 2024, is hereby corrected.

The budget allocation for the printing of Phil-IRI including Orientation (referencing Annex 1 for details) was determined based on the number of target learners in Grades 4 to 10 for each region. The Central Office shall download the funds to the regions and the Regional Offices (ROs) **may** download funds to the respective School Division Offices (SDOs) for utilization within the 2024-2025 school year.

Regions may opt to conduct the orientation and printing of Phil-IRI and RMA tools on their level instead of downloading to SDOs. Other provisions in the aforementioned memorandum remain effective.

For more information and clarifications, please contact the Bureau of Learning Delivery-Teaching and Learning Division, 4<sup>th</sup> Floor, Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bld.tld@deped.gov.ph](mailto:bld.tld@deped.gov.ph) or at telephone number (02) 8687-2948.

Copy furnished:

**MALCOLM S. GARMA**

Assistant Secretary/Officer-In-Charge, Undersecretary for Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
Direct Line: (632) 8633-7202/8687-4146 E-mail: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)



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**JOINT MEMORANDUM**

ORIGINAL  
GUIDELINES

**TO :** ALL REGIONAL DIRECTORS  
All Others Concerned

**FROM :** **GINA O. GONONG**  
*Undersecretary for Curriculum and Teaching*

  
**ANNALYN M. SEVILLA**  
*Undersecretary for Finance*

**SUBJECT :** **GUIDELINES FOR THE UTILIZATION OF PROGRAM SUPPORT FUNDS FOR THE PRINTING OF PHILIPPINE INFORMAL READING INVENTORY AND RAPID MATHEMATICS ASSESSMENT TOOLS FOR KEY STAGES 2 AND 3**

**DATE :** NOVEMBER 18, 2024

---

In support of the nationwide implementation of the National Learning Recovery Program (NLRP) and its goal to enhance learners' literacy and numeracy skills, the Department of Education (DepEd) allocates Program Support Funds (PSF) amounting to **Three Hundred Seventy One Million Six Hundred Fifty Thousand Sixty Nine Pesos (Php 371,650,069.00)** to the regions for Fiscal Year (FY) 2024. The eligible expenses for the funds are the following:

- 1. Printing of Philippine Informal Reading Inventory (Phil-IRI) Assessment Tool for Key Stages 2 and 3:** This comprises the administration manual, reading test materials, and score sheets, and shall assess the learners' reading performance.
- 2. Rapid Mathematics Assessment (RMA) Toolkit for Key Stages 2 and 3:** This assessment tool, comprising learner and teacher booklets, printed manipulatives, and score sheets, assesses mathematics foundational competencies for each grade level.
- 3. Conduct of Orientation:** To ensure the systematic and consistent administration of the assessment tools, the teachers shall be oriented on the utilization of assessment toolkits.

The printing of the assessment tools shall ensure that teachers and learners have access to assessment materials which will provide valuable data to teachers and school administrators in understanding and identifying specific learners' needs that will serve as a basis in planning their instruction, activities, and other support programs to improve learning outcomes.





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**Department of Education**

The budget allocation for the printing of Phil-IRI including Orientation (referencing Annex 1 for details) was determined based on the number of target learners in Grades 4 to 10 for each region. The Central Office shall download the funds to the regions and the Regional Offices (ROs) shall download funds to the respective School Division Offices (SDOs) for utilization within the 2024-2025 school year.

School Testing Coordinators and Learning Resource Coordinators shall manage the distribution and storage of the assessment materials. The printed materials shall be provided to the teachers for its due purpose and should not be used as practice exercises on the classroom rather as an assessment to determine the intervention to be provided to the learner.

All eligible expenses shall be charged to **2024 Basic Education Curriculum (BEC) Funds** subject to the existing budgeting, accounting, auditing, and procurement laws, rules, and regulations.

To facilitate the monitoring of the implementation of the utilization of funds, one (1) Regional Supervisor shall be designated by the Regional Office to prepare a consolidated Accomplishment Report. Hence, the Curriculum and Learning Management Division (CLMD) Chief or the designate shall review the Accomplishment Report and shall be approved by the Regional Director. The template of the Accomplishment Report is provided in Annex 2 of this guidelines.

To ensure submission of the Accomplishment Report of each Region, the said report shall be submitted to the Office of the Director, Bureau of Learning Delivery (BLD) upon completion of the activity on or before the end of the 2024 fiscal year. Moreover, the Teaching and Learning Division (TLD) shall closely monitor the submission of the said report.

For more information and clarifications, please contact the Bureau of Learning Delivery-Teaching and Learning Division, 4<sup>th</sup> Floor, Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bld.tld@deped.gov.ph](mailto:bld.tld@deped.gov.ph) or at telephone number (02) 8687-2948.

*M. A. / 22*

Copy furnished:

**REVSEE A. ESCOBEDO**  
Undersecretary for Operations





Republic of the Philippines  
**Department of Education**

**Annex 1**  
**Allocation per Region**

<b>Region</b>	<b>Allocation</b>
I	18,103,308.56
II	13,431,889.54
III	41,389,014.94
IV-A	54,044,771.85
IV-B	13,512,242.80
V	26,049,137.64
VI	29,698,450.14
VII	29,998,479.31
VIII	18,896,715.06
IX	15,718,115.38
X	19,370,108.31
XI	20,194,041.90
XII	17,579,880.66
CARAGA	11,699,559.12
CAR	5,990,427.54
NCR	35,973,926.24
<b>TOTAL</b>	<b>371,650,069.00</b>

*Miyar*



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**Department of Education**

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**JOINT MEMORANDUM**

TO : **ALL REGIONAL DIRECTORS**  
All Others Concerned

FROM : **GINA O. GONONG**  
*Undersecretary for Curriculum and Teaching*

  
**ANNALYN M. SEVILLA**  
*Undersecretary for Finance*

SUBJECT : **GUIDELINES FOR THE UTILIZATION OF PROGRAM SUPPORT FUNDS FOR THE PRINTING OF PHILIPPINE INFORMAL READING INVENTORY AND RAPID MATHEMATICS ASSESSMENT TOOLS FOR KEY STAGES 2 AND 3**

DATE : NOVEMBER 18, 2024

---

In support of the nationwide implementation of the National Learning Recovery Program (NLRP) and its goal to enhance learners' literacy and numeracy skills, the Department of Education (DepEd) allocates Program Support Funds (PSF) amounting to **Three Hundred Seventy One Million Six Hundred Fifty Thousand Sixty Nine Pesos (Php 371,650,069.00)** to the regions for Fiscal Year (FY) 2024. The eligible expenses for the funds are the following:

1. **Printing of Philippine Informal Reading Inventory (Phil-IRI) Assessment Tool for Key Stages 2 and 3:** This comprises the administration manual, reading test materials, and score sheets, and shall assess the learners' reading performance.
2. **Rapid Mathematics Assessment (RMA) Toolkit for Key Stages 2 and 3:** This assessment tool, comprising learner and teacher booklets, printed manipulatives, and score sheets, assesses mathematics foundational competencies for each grade level.
3. **Conduct of Orientation:** To ensure the systematic and consistent administration of the assessment tools, the teachers shall be oriented on the utilization of assessment toolkits.

The printing of the assessment tools shall ensure that teachers and learners have access to assessment materials which will provide valuable data to teachers and school administrators in understanding and identifying specific learners' needs that will serve as a basis in planning their instruction, activities, and other support programs to improve learning outcomes.



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The budget allocation for the printing of Phil-IRI including Orientation (referencing Annex 1 for details) was determined based on the number of target learners in Grades 4 to 10 for each region. The Central Office shall download the funds to the regions and the Regional Offices (ROs) shall download funds to the respective School Division Offices (SDOs) for utilization within the 2024-2025 school year.

School Testing Coordinators and Learning Resource Coordinators shall manage the distribution and storage of the assessment materials. The printed materials shall be provided to the teachers for its due purpose and should not be used as practice exercises on the classroom rather as an assessment to determine the intervention to be provided to the learner.

All eligible expenses shall be charged to **2024 Basic Education Curriculum (BEC) Funds** subject to the existing budgeting, accounting, auditing, and procurement laws, rules, and regulations.

To facilitate the monitoring of the implementation of the utilization of funds, one (1) Regional Supervisor shall be designated by the Regional Office to prepare a consolidated Accomplishment Report. Hence, the Curriculum and Learning Management Division (CLMD) Chief or the designate shall review the Accomplishment Report and shall be approved by the Regional Director. The template of the Accomplishment Report is provided in Annex 2 of this guidelines.

To ensure submission of the Accomplishment Report of each Region, the said report shall be submitted to the Office of the Director, Bureau of Learning Delivery (BLD) upon completion of the activity on or before the end of the 2024 fiscal year. Moreover, the Teaching and Learning Division (TLD) shall closely monitor the submission of the said report.

For more information and clarifications, please contact the Bureau of Learning Delivery-Teaching and Learning Division, 4<sup>th</sup> Floor, Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bld.tld@deped.gov.ph](mailto:bld.tld@deped.gov.ph) or at telephone number (02) 8687-2948.

*Handwritten signature*

*Copy furnished:*

**REVSEE A. ESCOBEDO**  
Undersecretary for Operations



Republic of the Philippines  
**Department of Education**

**Annex 1**  
**Allocation per Region**

<b>Region</b>	<b>Allocation</b>
I	18,103,308.56 ,
II	13,431,889.54 ,
III	41,389,014.94 ,
IV-A	54,044,771.85 ,
IV-B	13,512,242.80 ,
V	26,049,137.64 ,
VI	29,698,450.14 ,
VII	29,998,479.31 ,
VIII	18,896,715.06 ,
IX	15,718,115.38 ,
X	19,370,108.31 ,
XI	20,194,041.90 ,
XII	17,579,880.66 ,
CARAGA	11,699,559.12 ,
CAR	5,990,427.54 ,
NCR	35,973,926.24 ,
<b>TOTAL</b>	<b>371,650,069.00 ,</b>

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**Annex 2 Accomplishment Report Template**

**PROGRAM SUPPORT FUNDS FOR THE PRINTING OF Phil-IRI and RAPID MATHEMATICS ASSESSMENT TOOLS**

FY 2024

Region:  
No. of  
Divisions:

REGION (include list of divisions if downloaded to the divisions)	PRINTING OF ASSESSMENT TOOLS					
	PSF	Amount Utilized	Target No. of Schools	Actual No. of Recipient Schools	Target No. of Assessment Materials for Printing	Actual No. of Assessment Materials Reproduced
<b>Grand Total</b>						

Submitted by:

Approved:

Name and Signature Above  
Designation

Name and Signature Above  
Designation



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