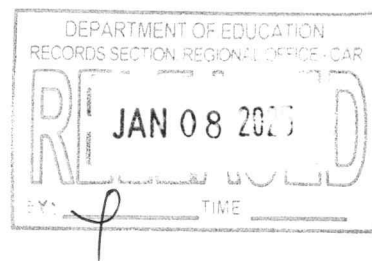




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



08 Jan 2025

REGIONAL MEMORANDUM
No. 016.2025

**DOWNLOADING OF PROGRAM SUPPORT FUNDS FOR THE PRINTING OF PHILIPPINE
INFORMAL READING INVENTORY ASSESSMENT TOOL FOR KEY STAGES 2 AND 3**

To: Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. The Department of Education – Cordillera Administrative Region (DepEd – CAR) through the Curriculum and Learning Management Division will be downloading program support funds for the Schools Division Offices for the printing of Philippine Informal Reading Inventory Assessment Tool for Key Stages 2 and 3.
2. Enclosed with this Memorandum are Enclosure 1 which details the fund allocation for each Schools Division Office (SDO) and Enclosure 2 which presents the guidelines on the utilization of the fund.
3. For inquiries or clarifications, please contact Ms. Jennifer P. Ande, Chief Education Supervisor, CLMD at car.clmd@deped.gov.ph or through landline number (074) 4222-7096.
4. Immediate dissemination of and strict compliance with this Memorandum is desired.


ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV / Regional Director

CLMD/JPA/nkm/Downloading of PSF
01/08/2025



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318

Email Address: car@deped.gov.ph



DepEd Tayo Cordillera



<https://depedcar.ph>



Certificate No. PHP QMS
24 93 0192

Enclosure 1 to RM 016.2025

FUND ALLOCATION PER SDO

<i>Schools Division Office</i>	<i>Amount</i>
Abra	P734, 352.00
Apayao	P734, 346.00
Baguio	P734, 346.00
Benguet	P850,000.00
Ifugao	P734,346.00
Kalinga	P734,346.00
Mt. Province	P734,346.00
Tabuk City	P734,346.00
TOTAL	P5,990,428.00

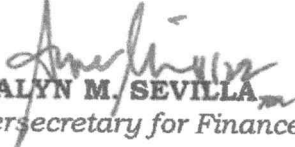


Republic of the Philippines
Department of Education

JOINT MEMORANDUM

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

FROM : 
GINA O. GOÑONG
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 ASSESSMENT TOOL 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.



Republic of the Philippines
Department of Education

JOINT MEMORANDUM

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All Others Concerned

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GINA O. GONONG
Undersecretary for Curriculum and Teaching

ANNALYN M. SEVILLA
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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.



Republic of the Philippines
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, 4th Floor, Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at bld.tld@deped.gov.ph or at telephone number (02) 8687-2948.

Handwritten signature/initials

Copy furnished:

REVSEE A. ESCOBEDO
Undersecretary for Operations



Republic of the Philippines
Department of Education

Annex 1
Allocation per Region

Region	Allocation
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 ,
TOTAL	371,650,069.00 ,

AS 14/22



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM
OUF-2024-0808

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

LEILA P. AREOLA
Director IV, Bureau of Learning Delivery

FROM : **ANNALYN M. SEVILLA**
Undersecretary

SUBJECT : **COMMENTS ON THE DRAFT 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 : October 2, 2024

This refers to the approval of 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* requested by the Bureau of Learning Delivery (BLD) through document CO-BLD2-2024-09-2235.

Attached as **Annex A** are the comments from the Finance Strand, for your consideration.

Should you require further assistance, kindly contact this Office through the Education Programs Management Office at epmo@deped.gov.ph or call (02) 8637-411.

Thank you.



Republic of the Philippines
Department of Education
EDUCATION PROGRAMS MANAGEMENT OFFICE

MEMORANDUM FOR THE UNDESECRETARY FOR FINANCE

EPMO-2024-0606

October 2, 2024

FROM : 
ATTY. TARA C. RAMA
Project Manager III


CHOLITA F. TIONG
Chief Administrative Officer
Concurrent Officer-In-Charge, Office of the Director IV
Finance Service


SUBJECT : **COMMENTS ON THE DRAFT 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**

This pertains to the comments on the draft *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* requested by the Bureau of Learning Delivery (BLD) through document CO-BLD2-2024-09-2235.

Attached is the draft OUF memorandum and **Annex A** detailing the consolidated input from the Finance Service and the EPMO.

Respectfully submitted for consideration and possible approval.

APPROVED/DISAPPROVED:


ANNALYN M. SEVILLA
Undersecretary for Finance



Republic of the Philippines
Department of Education
BUREAU OF LEARNING DELIVERY

COMPLETED STAFF WORK

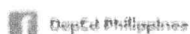
Title: **Program Support Funds for the Printing of Philippine Informal Reading Inventory Assessment Tool for Key Stages 2 and 3**

Implementing Unit: **Bureau of Learning Delivery – Teaching and Learning Division**

<p>RATIONALE</p>	<p>Literacy is a foundational skill critical to student success in all academic areas. Despite efforts to improve literacy rates, many schools face challenges in regularly assessing and supporting students' reading progress, particularly in underserved areas. Reading assessments are essential tools that enable educators to identify student strengths, pinpoint areas for improvement, and provide targeted interventions. However, financial constraints often hinder schools from conducting these assessments consistently and effectively. This proposal aims to address this gap by providing schools with the necessary support funds to administer reading assessments and foster improved literacy outcomes.</p> <p>The Department of Education's (DepEd) National Learning Recovery Program (NLRP) emphasizes the need for appropriate and high-quality assessments to clearly identify the specific needs of the learners and provide them with effective intervention to improve learning outcomes. The goal of the assessment is to identify learners' specific skill deficits and provide data driven insights to guide intervention strategies and implementation. By achieving the goal, learning gaps shall be addressed and students shall achieve grade-level proficiency.</p> <p>Specific Objectives of the Downloading of Program Support Funds:</p> <ol style="list-style-type: none">1. Printing of Philippine Informal Reading Inventory (Phil-IRI) for Key Stages 2 and 3 Assessment Tool including the administration manual, reading test materials, and score sheets. and2. Conduct of orientation to ensure the systematic and consistent administration of the assessment tools. <p>Statement of Recommendations:</p> <p>By downloading Program Support Funds for the administration of the Printing of Philippine Informal Reading Inventory (Phil-IRI) and conduct of orientation, data shall be available to teachers and school administrators in understanding and identifying specific learners' needs that will serve as basis in</p>
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Republic of the Philippines
Department of Education
 BUREAU OF LEARNING DELIVERY

	planning their instruction, activities, and other support programs to improve learning outcomes.
POLICY BASES	<ul style="list-style-type: none"> • D.O no. 14, s. 2018, "Policy Guidelines on The Administration of The Revised Philippine Informal Reading Inventory" • DO 21, s. 2019 "Policy Guidelines on K-12 Basic Education Program" states that the K to 12 Basic Education Program seeks to provide the Filipino learners with the necessary skills and competence to prepare them to take on the challenges of the 21st-century • DO 24, s. 2022 "Adoption of the Basic Education Development Plan 2030" anchored on the goal of DepEd to make all Filipino learners realize their full potential and contribute meaningfully in building a cohesive nation • BEDP 2030 and 2023 Basic Education Report anchored on MATATAG 4-point education agenda. • D.O no. 13, s 2023, "National Learning Recovery Program"
EXPECTED OUTPUT	<ul style="list-style-type: none"> • Printed assessment tools • Conducted orientation

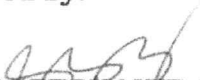
RECOMMENDED ACTION:

Approval of the guidelines for the utilization of the program support funds, budget estimates, including other financial requirements to facilitate efficient and effective utilization of funds.


Attachments

- ATC
- Budget Estimates

Prepared by:


MARY STEPHANIE G. YAW
 SVEPS, TLD-BLD

Recommending Approval:


ROSALINA U. VILLANEZA
 Chief, TLD-BLD

Approved by:


LEILA P. AREOLA
 Director IV



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