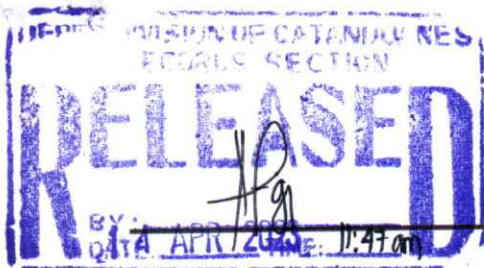




Republic of the Philippines  
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REGION V - BICOL  
SCHOOLS DIVISION OFFICE OF CATANDUANES



**UNNUMBERED MEMORANDUM**  
OSDS-SGOD-SMME 4/14/2023 SSC

TO : **Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors/District-In-Charge  
Elementary and Secondary School Heads  
SDO Unit/Section Heads  
Program Owners  
All Others Concerned**

FROM : By Authority of the Schools Division Superintendent:

  
**MA. LUISA T. DELA ROSA**  
Asst. Schools Division Superintendent  
Officer-In-Charge

SUBJECT : **ADVISORY TO THE DIVISION MEMORANDUM NO. 133,  
s. 2023 RE: PROGRAM IMPLEMENTATION REVIEW AND  
PERFORMANCE ASSESSMENT (PIRPA) QUARTERS 1-4 CY  
2023**

DATE : **April 14, 2023**

1. Pursuant to Regional Memorandum No. 43, s. 2023 titled CY 2023 Program Implementation Review and Performance Assessment (PIRPA) for DepEd Region V with subsequent Division Memorandum No. 133, s. 2023 (Program Implementation Review and Performance Assessment (PIRPA) Quarters 1-4 CY 2023, the **Q1 PIRPA is scheduled on April 19, 2023 at Villa Tolledo, Sta Elena Virac, Catanduanes.**
2. All operating units across governance levels are mandated to conduct Monitoring and Evaluation (M&E) initiatives to assess the organizational Outcomes and the collective performance of offices in the Department (DO No. 29, s. 2022: Adoption of the Basic Education Monitoring and Evaluation Framework (BEMEF).
3. The following are the objectives of the conduct of PIRPA:
  - a) Presentation of Physical and Financial accomplishments including the results of assessments.



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- b) Presentation of issues and concerns and those needing decisions from the Top Management;
  - c) Presentation of Planning, Procurement, and Financial Updates;
  - d) Responses and commitments from the program proponents and implementers especially those identified PAPs for achieving their targets;
  - e) Appreciation to achievers, and
  - f) Next steps
4. The PIRPA shall follow these major processes:
- a) Preparatory Phase
  - b) Culminating Activity
  - c) Post PIR
5. Enclosed in this Memorandum are the following:
- 5.1 School and SDO PIR TWGs
  - 5.2 Executive/Technical Committees
  - 5.3 List of Participants
  - 5.4 Matrix of Activities
  - 5.5 Discussion Leaders
6. Schools shall conduct School PIRPA and shall accomplish the PIRPA Templates for submission to the District Office for the conduct of District PIRPA and consolidation using the same templates.
7. For inquiries or any clarification, all concerned may contact Ms. Sarah S. Chiong, SEPS SMME through the email address: [sarah.chiong@deped.gov.ph](mailto:sarah.chiong@deped.gov.ph) or at cp no. 0921-565-0921
8. For information, immediate dissemination, and compliance of all concerned.

Reference: Regional Memorandum No. 43, s. 2023: Program Implementation Review and Performance Assessment (PIRPA)

SSC/AVAI/SGOD-SMME



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Enclosure No. 1 to Unnumbered Memorandum dated April 14, 2023

**CY 2023 PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE  
ASSESSMENT SCHOOL AND SDO PIRPA TWGs**

Level of Governance	Lead	Process Owner and Technical Secretariat	Technical Working Group
Schools Division Office	Schools Division Superintendent	Schools Governance and Operations Division-School Management and Monitoring Section (PIR) Schools Governance, and Operations Division-Planning and Research Section (Plan Adjustment)	<ul style="list-style-type: none"><li>• Schools Governance and Operations Division (SMME, HRD, Planning and Research Sections and TA Coordinator)</li><li>• Office of the Schools Division Superintendent (Finance Unit)</li><li>• Bids and Awards Committee</li><li>• Administrative Office</li></ul>
Schools/Learning Centers	School Head	Monitoring and Evaluation Coordinator (PIR)  Planning and Research Coordinator (Plan Adjustment)	M&E Coordinator Planning and Research Coordinator Human Resource Coordinator TA Coordinator Finance Team Bids and Awards Committee Administrative Office

The process owners of the PIR and plan adjustment shall oversee and manage the conduct of the PIRPA. They are responsible to collect data on physical and financial accomplishments, issues/concerns, maintain a data base facility, integrated reports and ensure its dissemination. In addition, **all Heads of Offices shall be responsible in the monitoring of their respective OPCRFS Vis-à-vis the WFPs or School Improvement Plan (SIP) in case of Schools.**



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Enclosure No. 2 to Unnumbered Memorandum dated April 14, 2023

**CY 2023 PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE  
ASSESSMENT (PIRPA)**

**EXECUTIVE/TECHNICAL WORKING COMMITTEES**

**ADVISORY/EXECUTIVE COMMITTEE**

**SOCORRO V. DELA ROSA**

Schools Division Superintendent

**MA. LUISA T. DELA ROSA**

Asst. Schools Division Superintendent

**MARY JEAN S. ROMERO**

Chief-School Governance and  
Operations Division

**ROMEL G. PETAJEN**

Chief-Curriculum Implementation  
Division

**NORLITO JR. P. AGUNDAY**

Attorney III

**JENNIFER B. METICA**

Information Technology Officer I

**EVA S. TOLENTINO**

Administrative Officer V

**MA. CIELO C. TUBALE**

Administrative Officer V

**CHERIE V. PEREZ**

Administrative Officer IV

**CRISTINA T. BARRAMEDA**

Administrative Officer IV

**LIZA R. BERNARDO**

Administrative Officer IV

**MARICHELLE B. LLAVE**

Administrative Officer IV

**ANGELO JAMES O. AGUINALDE**

Accountant III

**TECHNICAL COMMITTEE**

**SARAH S. CHIONG**

Senior Education Program Specialist  
School Management, Monitoring and  
Evaluation

**ACHILLES V. ALBERTO I**

Education Program Specialist II  
School Management, Monitoring and  
Evaluation



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**ANJO G. TUGAY**

Senior Education Program Specialist  
Planning and Research Unit

**REY C. BONAYON**

Planning Officer III  
Planning and Research Unit

**CAROL P. GIL**

Senior Education Program Specialist  
Human Resource Development

**ELIZABETH S. URBANO**

Education Program Specialist  
Human Resource Development

**MA. LOURDES M. SORRA**

Project Development Officer I  
Technical Assistance Coordinator

**ROSARIO B. VEGIM**

Project Development Officer I  
Technical Assistance Coordinator

**FINANCE UNIT**

**BIDS and AWARDS COMMITTEE**

**ADMINISTRATIVE OFFICE**



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Enclosure No. 3 to Unnumbered Memorandum dated April 14, 2023

**LIST OF PARTICIPANTS**  
**CY 2023 Quarter 1 PIRPA**  
**Villa Tolledo, Sta. Elena Virac**  
**April 19, 2023**

1. SDS
2. ASDS.BAC Chairman
3. Chief- SGOD
4. Chief- CID
5. Attorney III
6. Information Technology Officer I
7. Administrative Officer V- General Services
8. Admin. Officer V- Budget
9. Admin. Officer IV – Personnel
10. Admin. Officer IV - Records
11. Admin. Officer IV- Supply
12. Admin. Officer IV- Cashier
13. Accountant III
14. Education Program Supervisor (CID)
15. LRMSD- EPS
16. ALS- representative
17. PDO I- Senior High School
18. Public Schools District Supervisor-  
representative
19. Education Program Supervisor- SGOD
20. SEPS- SMME
21. EPS II- SMME
22. SEPS- Soc. Mob.
23. DRRM
24. SEPS-HRD
25. EPS II- HRD-PMIS In-Charge
26. SEPS-PRS
27. Planning Officer III
28. Engineer III
29. Medical Officer III
30. Support Staff



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1:20-1:40	District Accomplishment Report (Consolidated)	PSDS representative
1:40-2:00	Interpellation	Discussion Leaders
2:00-2:20	Presentation of Report	CID representative
2:20-2:40	Interpellation	Discussion Leaders
2:40-3:00	Presentation of Report	OSDS representative
3:00-3:20	Interpellation	Discussion Leaders
3:20-3:40	Presentation of Report	SGOD representative
3:40-4:00	Interpellation	Discussion Leaders
4:00-4:15	Issues, Concerns, Agreement	Participants
4:15-4:30	Top management response	Top Management
4:30-4:45	Submission of Reports (hard and soft copy)	Participants
4:45-5:00	Wrap-up/Ways Forward Closing	<b>Aroline T. Borja</b> EPS-SGOD
5:00-Onwards	Home sweet home	Participants

**DESSA NHIE M. MATIENZO**

Moderator



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Enclosure No. 4 to Unnumbered Memorandum dated April 14, 2023

**INDICATIVE PROGRAM OF ACTIVITIES**  
**Quarter 1 Program Implementation Review and Performance Assessment**  
**(PIRPA)**  
**April 19, 2023**  
**8:00 am**

<b>TIME</b>	<b>Activity</b>	<b>Person-In-Charge</b>
7:30-8:00	Registration	Support Staff
8:01-8:15	Program Preliminaries Phil. National Anthem Opening Prayer Catanduanan Hymn	AVP AVP AVP
8:16-8:20	Acknowledgment of Participants	<b>Sarach S. Chiong</b> SEPS-SMME
8:21-8:25	Welcome Message	<b>Ma. Luisa T. Dela Rosa</b> Asst. Schools Division Superintendent
8:26-8:30	Message	<b>Socorro V. Dela Rosa</b> Schools Division Superintendent
8:31-8:45	Statement of Purpose	<b>Mary Jean S. Romero</b> Chief- SGOD
8:46-9:00	Presentation of Synthesis in the Year-End and Q4 PIRPA CY 2022	<b>Sarah S. Chiong</b> SEPS-SMME
9:01-9:30	Status of Fund Utilization (including IUs)  Financial Report	<b>Angelo James O. Aguinalde</b> Accountant III <b>Ma. Cielo C. Tubale</b> AO V (Budget)
9:31-9:45	Procurement Report (Status of Program with Procurement)	BAC Representative
9:46-11:00	PMIS Report	CID-Process Owner OSDS-Process Owner SGOD-Process Owner
11:01-12:00	Interpellation	Discussion Leader
<b>TIME</b>	<b>Activity</b>	<b>Person-In-Charge</b>
12:00-1:00	Lunch Break	
1:00-1:20	Administrative of Personnel Benefits	<b>Marichelle B. Llave</b> AO IV-Personnel





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Enclosure No. 5 to Unnumbered Memorandum dated April 14, 2023

**DISCUSSION PANEL**

SDS Socorro V. Dela Rosa	Schools Division Superintendent
ASDS Ma. Luisa T. Dela Rosa	Asst. Schools Division Superintendent
Chief Mary Jean S. Romero	School Governance and Operation Division
Chief Romel G. Petajen	Curriculum Implementation Division
Admin. Officer Eva S. Tolentino	General Services-Office of the Schools Division Superintendent