03 May 2024

DIVISION MEMORANDUM
No. **115** , s. 2024

DISSEMINATION OF REGION MEMORANDUM-QAD-2024-012
(ADOPTION OF THE PROGRAM IMPLEMENTATION REVIEW
PROCESS IN DEPED SOCCSKSARGEN)

To: Assistant Schools Division Superintendent
        Chief Education Supervisors
        Education Program Supervisors
        Public Schools District Supervisors
        SDO Section/Unit Heads and Staff
        Public Elementary and Secondary School Heads

1.   For the information, guidance, and appropriate action of all concerned, enclosed is a copy of Region Memorandum QAD-2024-012 dated 26 March 2024, titled **Adoption of the Program Implementation Review (PIR) Process in DepEd SOCCSKSARGEN.**

2.   For inquiries, contact Ms. Araceli J. Dinopol at 09184688641.

3.   Widest dissemination of this Memorandum is desired.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be indicated in the <u>Perpetual Index</u>
        under the following subjects:

        COMMUNICATIONS
        CORRESPONDENCE
        PROCEDURES
        PROGRAMS
        REVIEW

AJD/SGOD-SMMES/DM - dissemination of region memorandum-qad-2024-012
        (adoption of the program implementation review process in deped soccsksargen)
0586/03 May 2024

Address: Capitol Compound, Maribulan, Alabel, Sarangani Province
Telephone Nos.: (083) 508-2039
Website: depedsarangani.org
Email Address: sarangani@deped.gov.ph

March 26, 2024

REGION MEMORANDUM
QAD-2024-012

**ADOPTION OF THE PROGRAM IMPLEMENTATION REVIEW (PIR) PROCESS
IN DEPED SOCCSKSARGEN**

To: Asst. Regional Director
        Schools Division Superintendents
        Asst. Schools Division Superintendents
        All RO and SDO Functional Division Chiefs
        All School Heads of Elementary and Schools
        All Program Holders

1.   Pursuant to DepEd Order 29, s. 2022, titled **Adoption of the Basic Education Monitoring and Evaluation Framework** and to institutionalize the Performance Monitoring and Evaluation as one of the Management Major Processes, the Department of Education SOCCSKSARGEN Region strengthens the implementation of the quarterly **Program Implementation Review (PIR)** in the region, all division offices and schools **effective 2024** to ensure conformity and continuous improvement towards increased access of quality basic education.

2.   The objectives of the PIR shall:
     2.1   strengthen the implementation of monitoring and evaluation particularly the operationalization of the Basic Education Monitoring and Evaluation Framework at the schools, division, and regional offices;
     2.2   adopt the quarterly PIR technology as M&E mechanism to track the progress of Programs and Projects implementation and determine gaps, issues and concerns including bottlenecks;
     2.3   identify corrections and corrective actions to be taken to adjust plan and ensure continuity and continuous improvement of Programs and Projects implementation,
     2.4   document "Most Significant Change" stories and "Quick/Small Wins" of Programs and Projects implementation as input to Organizational Knowledge of each Office, and
     2.5   formulate Catch-Up Plan for the delays of program, project, and major activities implementation.

3.   The guidelines and standards defined were the product of the continuous improvement opportunities during the implementation of the Regional Monitoring Evaluation and Plan Adjustment (RMEPA).

4.   This complements the national commitments and MATATAG agenda of the Department in delivering basic education in this region. It is also aligned with the Basic Education Development Plan (BEDP) 2030 and Region Education Development Plan (REDP 2023-2028).

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

5. Enclosed are the following for reference and guidance of all concerned:

    5.1 PIR Guidelines and Standards

    5.2 Prescribed PowerPoint Presentation template for use during the Program Implementation Review.

6. Previous region memoranda and other related issuances inconsistent with these guidelines are repealed, rescinded, or modified accordingly.

7. For more information, please contact the Quality Assurance Division through qad,region12@deped.gov.ph or telephone number (083) 228-8825.

8. Immediate dissemination of and strict compliance with this Order is directed.

CARLITO D. ROCAFORT
Director IV

Encl.: As stated
Reference: DO 29, s. 2022
Allotment: None
To be indicated in the Perpetual Index under the subject
    MONITORING & EVALUATION   PROGRAM REVIEW

NSV/LDJ/NBB/PMM/MCP/KHL/QAD/RM/ADOPTION OF THE PROGRAM IMPLEMENTATION REVIEW(PIR)/018/March 27, 2024

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

I.   RATIONALE

Pursuant to Republic Act (RA) 9155 or the "Governance of Basic Education Act of 2001" and Republic Act 10533 titled "Enhanced Basic Education Act of 2013," the Department of Education (DepEd) implements programs, projects, and major activities to ensure access to and improve the quality of basic education, with all operating units at all governance levels having full accountability and specific roles, tasks, and responsibilities.

Committed to fulfilling its mandate, DepEd SOCCSKSARGEN had its 2023-2028 REDP anchored on the MATATAG: Bansang Makabata, Batang Makabansa agenda which embodies the context of the situation, needs and aspirations of the learners of this region, aligned to the Basic Education Development Plan (BEDP) 2030 which aims to continue the goal of the Department that all Filipinos can realize their full potential and contribute meaningfully to a cohesive nation through the protection and promotion of the right to education.

To operationalize the Basic Education Monitoring and Evaluation Framework (BEMEF) in tracking and measuring the achievement of the REDP 2023-2028 vis-à-vis its intermediate outcomes on Access, Equity, Quality, Resiliency and Well-being and the performance indicators of enabling mechanisms for Governance and adopting the approaches, process steps and scope of the Regional Monitoring and Evaluation and Plan Adjustment (RMEPA), this region adopts the **Program Implementation Review (PIR)** as one of the typologies of the organization's Monitoring and Evaluation mechanisms to systematize the objective assessment of an on-going implementation of plans, programs, projects, and major activities.

Gaining from lessons learned in conducting monitoring and evaluation and to continuously improve the processes by making it more relevant, this policy changes the name of the region's monitoring approach from **Regional Monitoring Evaluation and Plan Adjustment (RMEPA) to Program Implementation Review (PIR)**.

The PIR shall serve as reporting platform of DepEd Operating Units at all governance levels of their accomplishments or outputs in terms of efficiency and subsequent utilization of budget. It shall document most significant change stories and track the initial progress in the implementation of programs, projects and major activities whether or not these are contributing to the strategic objectives and priorities of this region. This will also unleash and identify any issues and concerns and enabling approaches contributing to and affecting the implementation. Likewise, it shall determine adjustment of plans and activities needed to achieve the committed targets.

Hence, the PIR is developed to clearly define the roles and responsibilities of the schools and offices in conducting quarterly monitoring and evaluation (M&E) of programs, projects, and major activities. It shall systematize the processes and firm-up indicators by quarter as reflected in the agency performance and goals. This will also intensify data-driven and evidence-based decision making, policy review,

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

program adjustment and increase transparency and accountability in the basic education sector.

II.   SCOPE

The operationalization of the Program Implementation Review provides guidelines to articulate the roles and responsibilities of the schools and offices, mechanisms, process steps, and documented information requirements of the oversight agencies in the conduct of the quarterly monitoring and evaluation.

This M&E process shall be employed in all schools, in the region and division offices. Likewise, the principles, parameters like the quarterly focused outcome indicators on access, equity, quality, well-being and resilience with enabling mechanisms for governance shall be discussed aligned to its real time data gathering and processing and processes outlined shall guide the accountable personnel by governance level.

III.   DEFINITION OF TERMS

The following terms are defined and understood as follows:

M&E system – refers to a set of organizational structures, management processes, standards, strategies, plans, indicators, information systems, reporting lines and accountability relationships which enables offices across governance levels to perform their M&E functions effectively.

Program Implementation Review – refers to the established reporting platform of DepEd operating units at all governance levels. The PIR is conducted on a quarterly basis to report the accomplishments of outputs in terms of efficiency, and corresponding utilization of the budget. -

PIR toolkit – serves as reference document used to collect information during the conduct of PIR

Program Management Information System (PMIS) – refers to one of the mechanisms in doing monitoring in DepEd and currently the official source of data on programs, projects and activities (PPAs) from planning to implementation.

Region Education Development Plan – refers to the region's six-year master plan on basic education which captures the aspirations and operationalizes the strategic directions and priorities of the region based on its context and situation

Division Education Development Plan – refers to the provincial or city division's six-year master plan on basic education which captures the aspirations and operationalizes the strategic directions and priorities of the division based on its context and situation

Overall Lead – refers to the staff with the overall authority, accountability, and responsibility for the M&E system at each governance level

Process owner – refers to the office that will oversee and manage the conduct of the M&E system per governance level

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

Responsible office – refers to the DepEd operating unit at the national, regional, school division, or school level in charge of executing tasks or deliverables.

IV.   POLICY STATEMENT

Guided with the BEMEF and PIR Operational Framework, this Region implements the quarterly Program Implementation Review as one of the monitoring and evaluation approaches to ascertain that the agency's plan, programs, projects, processes, and major activities are trajectory inclined towards the realization of organizational outcomes.

It carefully determines and identifies the quarterly key performance indicators per intermediate outcome to be discussed where schools and offices are committed to contribute.

The approach and process steps support the realization of the seven guiding principles of the BEMEF that includes but not limited to the following: a. improve governance; b. development oriented; c. undertaken ethically; c. utilization oriented; d. methodically sound and appropriate; f. operationally effective; and g. shared responsibility.

The Program Implementation Review as process steps shall monitor quarterly the committed deliverables specifically the program, projects and major activities as contained in the Region/Division/School Annual Implementation Plan and Work and Financial Plan.

Corollary to that is the assessment of targets versus accomplishments of basic education key indicators clearly defined through the intermediate outcomes and enabling mechanisms anchored with the Region and Division Education Development Plan and School Improvement Plans.

Likewise, this review shall also document most significant change stories as attribution to the programs, projects and major activities implemented. The issues and concerns and bottlenecks collected shall be discussed for management action and plan adjustment.

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
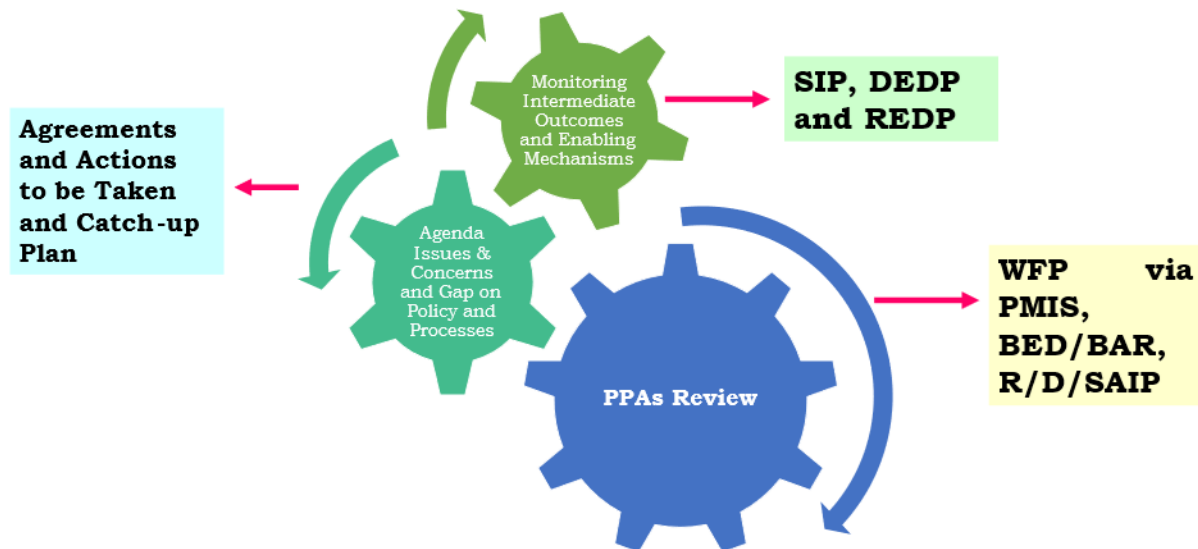**Website:** depedroxii.org

Figure 1: Program Implementation Review Operational Framework

V.   GUIDELINES IN THE CONDUCT OF THE PROGRAM IMPLEMENTATION REVIEW

All schools, region and division offices shall **quarterly** conduct the **Program Implementation Review to verify the efficiency and effectiveness of programs, projects and major activities** performances with focused on themes aligned with the intermediate outcomes on **Access, Equity, Quality, Resiliency and Well-being and Governance** of Basic Education. and timelines by level of governance. It will also ascertain the conformance and suitability of its deliverables based on statutory and regulatory guidelines.

Adopting the mechanisms and process steps from the RMEPA, **the conduct of the 2nd and 4th quarter PIRs** shall provide platform for the **region and division offices** to continuously interface and deliberately report and discuss the progress of program implementation and its initial gains. The presentation shall cover the **three major details** on the following performances in **a.) Program, Projects and Major Activity Implementation Review aligned with the WFP/AIP/BED/BAR; b.) School/Division Performance Indicators aligned to Intermediate Outcomes and Enabling Mechanisms based on REDP/DEDP targets; and c.) Agenda and Catch-up Plan. In the same manner, the school and division office shall observe the same contents and present the information and discourse for discussion and agreement of actions to be taken.**

Although the PIR is one of the management sub-processes of Performance Monitoring and Evaluation, the **Quality Assurance Division at the Regional Office shall serve as the Process Owner and the SGOD-SMME at the Division level.**

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

While at the **School level the Monitoring and Evaluation Team** shall be accountable for the operationalization of that process.

A **Completed Staff Work (CSW)** shall be prepared by the Monitoring and Evaluation Team of the schools and concerned functional divisions/offices of the division and region prior to the scheduled PIR. Likewise, the required outputs of the PIR shall serve as input to the quarterly **Budget Accountability Report (BAR 2) Physical Plan of the Implementing Units for submission to the oversight agency or to the Catch-Up Plan** should there be delays in the implementation of committed outputs and deliverables and the agenda for the issues and concerns needing actions, policy review and decision by the top management.

A. SCHEDULE OF PROGRAM IMPLEMENTATION REVIEW

A.1 **1st Quarter PIR - Theme: Quality and Enabling Mechanism-Governance**

Focused Theme and Intermediate Outcome	Tasks to do
Theme: Quality, and Enabling Mechanism-Governance	a. SDO must submit data via **Quality Assurance Division Electronic Data Collection and Management System (QAD e-DCMS)** accessible in the DepEd SOCCSKSARGEN website (https://depedxii.org) Deadline April 8, 2024 b. PIR Regional Office (face to face) April 12, 2024

A.2 **2nd Quarter PIR - Theme: Equity, Quality, and Enabling Mechanism-Governance**

Focused Theme and Intermediate Outcome	Tasks to do
Theme: Equity, Quality, Resiliency and Well-being and Enabling Mechanism-Governance	a. SDO must submit data via **Quality Assurance Division Electronic Data Collection and Management System (QAD e-DCMS)** accessible in the DepEd SOCCSKSARGEN website (https://depedxii.org) **Deadline: June 19, 2024** b. **Day 1 - Virtual PIR (SDO and RO Interface) June 20, 2024** c. **Day 2** - PIR RO level (face to face) – June 21, 2024

A.3 **3rd Quarter PIR - Theme: Access, Resiliency and Well-being and Enabling Mechanism-Governance**

![DepEd MATATAG Logo] ![Bagong Pilipinas Logo] ![DepEd SOCCSKSARGEN Logo]

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

Focused Theme and Intermediate Outcome	Tasks to do
Theme: Access, Resiliency and Well-being and Enabling Mechanism-Governance	a. SDO must submit data **via Quality Assurance Division Electronic Data Collection and Management System (QAD e-DCMS)** accessible in the DepEd SOCCSKSARGEN website (https://depedxii.org) **Deadline: September 26, 2024** b. PIR Regional Office (face to face) - September 27, 2024

A.4 **4th Quarter PIR - Theme**: **Equity, Quality, Resiliency** and **Well-being and Enabling Mechanism-Governance**

Focused Theme and Intermediate Outcome	Tasks to do
Theme: Equity, Quality, Resiliency and Well-being and Enabling Mechanism-Governance	b. SDO must submit data via **Quality Assurance Division Electronic Data Collection and Management System (QAD e-DCMS)** accessible in the DepEd SOCCSKSARGEN website (https://depedxii.org) **Deadline: January 15, 2025** b. **Day 1 - Virtual PIR (SDO and RO Interface) January 16, 2025** c. Day 2 - PIR RO level (face to face) – **January 17, 2025**

B. MECHANICS ON THE CONDUCT OF THE PROGRAM IMPLEMENTATION REVIEW BY LEVEL

REGIONAL PIR

a. The **Regional Program Implementation Review** shall be conducted quarterly every **2nd week of the 1st month of the new quarter** with the chiefs of the functional divisions and program holders. For the 1st and 3rd quarters, the Regional PIR shall be a one-day activity with all regional program holders functional division chiefs and top management. However, during the **2nd and 4th quarters**, it shall be conducted for two days with the SDO and RO Interface on the 1st day and only the regional office chiefs, program holders and the top management on the second day.

b. The purposes of the Program Implementation Review are to a.) track the region level accomplishments and committed outputs of major activities and utilization of the budget as contained in the Region Education Development

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

Plan (REDP), Budget Execution Documents (BEDS) and Work and Financial Plan through the Program Monitoring Information System; b.) specify and analyze bottlenecks, challenges and constraints affecting implementation of the programs, projects, policy, systems and internal processes; c.) discuss correction and corrective actions and decide for ways forward to be included in the Catch-Up Plan; and d.) document the initial progress through creative strategies and innovation implemented in achieving the targets.

c. Every 1st and 3rd Quarter **Regional Office PIR,** the Chiefs of the Functional Divisions and Program Holders with Program Support Funds downloaded from the Central Office shall convene and prepare the consolidated Functional Division 20 to 30-minute PowerPoint Presentation. Likewise, the top management and the assigned chief of the other functional divisions shall lead and facilitate a 15-minute interpellation after each presentation.

d. In terms of delays in the program, projects and major activities implementation, the Functional Division must submit to the PPRD a Catch-Up Plan following the template a day after the PIR. And it should be signed and approved by the Chief of the Functional Division, Budget Officer, and the Regional Director.

e. Prior to the conduct of the 3rd and 4th Quarter **PIR (with the RO and SDOs)**, all division offices shall prepare a **30-minute PowerPoint Presentation** following the determined theme and provided contents of the toolkit and slide decks.

f. A 30-minute interpellation, discussion and synthesis with the regional executive committee (REXECOM) shall follow to clarify issues and concerns and agree on actions to be taken and/or decision. Should there be delays of programs, projects and major activities implementation, the concerned division office shall submit to the PPRD a Catch-Up Plan three working days after the PIR. All Catch-Up Plans shall be signed and approved by the Schools Division Superintendents.

Schools Division Office (SDO) PIR

a. The Program Implementation Review at the division office shall be conducted quarterly (Face-to-face or Virtual) every 1st week of the 1st month of every quarter and a day before the RO-SDO interface.

b. The purposes of the Program Implementation Review at the division level are to a.) to track the division level accomplishments and committed outputs of major activities and utilization of the budget as contained in the Division Education Development Plan (DEDP), Budget Execution Documents (BEDS) and Work and Financial Plan through the Program Monitoring Information System, b.) Specify and analyze bottlenecks, challenges and constraints

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

affecting implementation of the programs, projects, policy, systems and internal processes, c.) Discuss correction and corrective actions and decide for ways forward to be included in the Catch-Up Plan, d.) Document the initial progress of the division enabling mechanisms, innovation implemented and Most Significant Change Stories, and e.) Emphasize policy issues, program design concerns, system improvements that the RO/CO should immediately address

c. Prior to the division level PIR, the chiefs of the functional divisions and program holders with Program Support Funds downloaded from the Central/Region Office shall convoke and formulate the consolidated Functional Division 20 to 30-minute PowerPoint Presentation. Likewise, a 30-minute interpellation, discussion and synthesis with the division executive committee (DEXECOM) shall follow to commend major accomplishments and MSCs of the divisions and clarify issues and concerns for regional office action and/or endorsement for central office decision.

d. If there are delays in the program, projects and major activities implementation, the Functional Division must submit to the Planning and Research a Catch-Up Plan following the template a day after the PIR. And it should be signed and approved by the Chief of the Functional Division, Budget Officer, and the Schools Division Superintendent.

School PIR

a. Every last week of the last month of every quarter, the School Heads should lead the conduct of the Program Implementation Review at the school level and to be monitored by the Schools Division Office or the Public Schools District Supervisor assigned.

b. The objectives of the Program Implementation Review at the school level are to a.) to track the school level accomplishments and committed outputs of major activities and utilization of the budget as contained in the School Improvement Plan (SIP) and Annual Implementation (AIP), b.) Specify and analyze bottlenecks, challenges and constraints affecting implementation of the programs, projects, guidelines, systems and internal processes, c.) Discuss correction and corrective actions and decide for ways forward to be included in the Catch-Up Plan; d.) Document the initial progress through the innovation implemented and Most Significant Change Stories contributing to the achievement of targets, and e. Highlight policy issues, program design concerns, system improvements that the SDO/RO should immediately address.

c. Prior to the conduct of the school PIR, the School Head and School Planning Team shall discuss and prepare a 30-minute PowerPoint presentation on the

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

school's performances by observing the per quarter focused theme and toolkit provided.

d. During the school PIR, an hour interpellation and discussion by the stakeholders, other program holders, and other concerned attendees. The interpellation shall be facilitated by the PSDS and synthesis shall follow highlighting major accomplishments and MSCs of the schools and clarify issues and concerns for SDO's action and/or endorsement for regional office decision.

e. Delays in the implementation of programs, projects and major activities, School Heads must submit a Catch-Up Plan three working days after PIR. All Catch-Up Plans shall be signed and approved by the School Heads and Schools Division Superintendent to be submitted to the Planning and Research Section of SGOD.

C. COMPOSITION AND ROLES AND FUNCTIONS OF THE PROGRAM IMPLEMENTATION REVIEW TEAM

No.	Attendees	No. of Pax	Roles & Responsibilities
Region Program Implementation Review Team			
1	Regional Director	1	Presider/Top Management
2	Assistant Regional Director	1	Provides the decision making and strategic direction
3	Chiefs of each functional division	8	Lead Discussant Provides input related to the key result areas of the functional division
4	Education Program Supervisors • CLMD - 11 • QAD - 5 • PPRD - 1 • FTAD - 2 • HRDD - 2	21	Lead Discussant/Discussant• Synthesizer Process Observers Facilitators Provides input regarding concerns on program implementation
5	Supervising Administrative Officer	2	Lead Discussant/Discussant Provides input on administrative and financial concerns Synthesizer
6	Planning Officer (PPRD)	1	Discussant Gives necessary input when ask on issues & concerns related to KPIs
7	Medical Officer IV, Dentist III, Nutritionist II, Engineer III, PDO IV,	6	Discussant

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

	PDO II (ESSD)		Gives necessary input regarding issues & concerns related to PPAs being handled
8	AO V- Budget Officer	1	Gives necessary input regarding issues & concerns related to budget
9	AO V - Personnel	1	Gives necessary input regarding issues & concerns related to Personnel Actions
10	Secretariat/ICT • ICT - 3 • QAD ADAS - 1	4	Provide technical support/assistance to facilitate the conduct of PIR during online interface Gives essential input regarding issues and concerns on ICT
11	SDS	1	Presenter of the report
12	ASDS	1	Presenter in the absence/and or as per request by the SDS
13	Functional Division Chiefs (SGOD and CID)	2	Provides input to SDS/ in relation to issues & concerns raised aligned to the Office Key Result Areas
14	SGOD EPS	1	Provides assistance to SDS/ASDS when ask in relation to issues & concerns raised regarding the implementation of PPAs
15	Division Planning Officer	1	Provides assistance to SDS/ASDS in relation to basic education Planning parameters issues & concerns raised Assists in the preparation of the presentation based in the toolkit
16	SEPS and EPS II for M&E	2	Focal Person of M&E in the SDO Gathers Data Prepare the presentation based in the toolkit
Schools Division Office Program Implementation Review Team			
1	SDS	1	Presider; Lead Discussant
2	ASDS	1	Presenter for OSDS, Lead Discussant
3	Chiefs of functional divisions	2	Presenter for CID/SGOD; Discussant
4	All EPSs		Discussant; Synthesizer
5	All PSDSs		Discussant; Synthesizer
6	All SEPSs		Documenter; Gives inputs to issues & concerns related to PPAs handled
7	All EPSs II		Documenter; Gives inputs to issues & concerns related to PPAs handled
8	All Program Holders/Focal Persons		Presenter; Gives inputs to issues & concerns related to PPAs handled
9	All Unit Heads		Presenter; Gives inputs to issues & concerns related to PPAs handled
School Program Implementation Review Team			
1	PSDS	1	Observer/Monitor/Facilitator

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

2	SDO Representative	1	Observer/Monitor/Facilitator
3	School Head		Lead Discussant
4	School Project Team Program Holders		Presenter
5	Assistant Principal*		•Assist the School Head; may be the presenter
6	Program Holders, SPT, SMT, PDO		Gives inputs to issues & concerns related to the program implementation when necessary
7	Coordinators (SHS, JHS, Elem)		•Gives inputs to issues & concerns related to the program implementation when necessary
8	AO II/ADAS I/ADAS II		• Gives input to issues & concerns on physical and financial resources; Synthesizer; Secretariat
9	Supreme Elementary/Secondary Learner Government Representative		• Represents the learners
10	Stakeholders		• May include PTA Officers, SGC Officers, BLGU and LGU representatives; Represents the parents and the stakeholders

DOCUMENTED INFORMATION AND OUTPUTS REQUIRED

Regional PIR

Before

a. Memorandum on the Conduct of PIR and Toolkit c/o QAD
b. Filled out Program Implementation Review Reports (Slide Decks) c/o Functional Division Chiefs and Division Offices
c. Division Offices filled out MS Excel (via Quality Assurance Division Electronic Data Collection and Management System (QAD e-DCMS) accessible in the DepEd SOCCSKSARGEN website (https://depedxii.org) – (Quarterly)

During

a. Attendance Sheets c/o QAD
b. Filled out and signed Synthesis tools c/o assigned synthesizer

After

a. Minutes of the PIR c/o QAD
b. Recorded Videos via MS Teams c/o QAD
c. Approved Catch-up Plans c/o Functional Division and Division Office
d. QAME Results c/o QAD

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

Division PIR

Before
a. Memorandum on the Conduct of PIR and Toolkit c/o SGOD Chief and SMME
b. Filled out Program Implementation Review Reports (Slide Decks) c/o Functional Division Chiefs
c. Filled out MS Excel (via Quality Assurance Division Electronic Data Collection and Management System (QAD e-DCMS) which is accessible in the DepEd SOCCSKSARGEN website (https://depedxii.org) – (Quarterly)

During
a. Attendance Sheets c/o SMME
b. Filled out Synthesis tools c/o Synthesizer

After
a. Minutes of Division PIR (Quarterly) c/o SMME
b. Recorded Video via MS Teams (if applicable)
c. Approved Catch-up Plans c/o Functional Division
d. QAME Results c/o SMME

School PIR

Before
a. Filled out Program Implementation Review Reports (Slide Decks) c/o Program Holders

During
a. Attendance Sheets c/o School PIR Team
b. Filled out Synthesis tools c/o Synthesizer

After
a. Minutes of School PIR (Quarterly) c/o School PIR Team
b. Approved Catch-up Plans c/o School Head
c. QAME Results c/o School PIR Team

D. BASIC EDUCATION KEY PERFORMANCE INDICATORS AND INTERMEDIATE OUTCOMES

PILLAR 1: ACCESS

Intermediate Outcome (IO) #1: All school-age children, out-of-school youth, and adults accessed relevant basic learning opportunities

- Percentage of School-age Children in School - Net Enrollment Rate (NER) in Elementary and Six-Year Target
- Percentage of School-age Children in School - Net Enrollment Rate (NER) in Secondary and Six-Year Target
- Percentage of Learners in a Cohort Completing Grade 6 – Completion Rate (CR) in Elementary and Six-Year Target

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

- Percentage of Learners in a Cohort Completing Grade 6 – Completion Rate (CR) in Secondary and Six-Year Target
- Incidence of Out-of-School Youth (OOSY) Senior High School (SHS) and Six-Year Target

Intermediate Outcome: IO 1.1: All five-year children in school

- Percentage of Five-year Old Children in Schools – Net Intake Rate (NIR) and Six-Year Target

Intermediate Outcome: IO 1.2: All five-year children in school

- Percentage of Elementary Enrollees in a Given School Year Continue to be in School the following School Year - Retention Rate (RR) and Six-Year Target
- Percentage of Junior High School (JHS) Enrollees in a Given School Year Continue to be in School the following School Year - Retention Rate (RR) and Six-Year Target
- Percentage of Senior High School (SHS) Enrollees in a Given School Year Continue to be in School the following School Year - Retention Rate (RR) and Six-Year Target
- Percentage of Currently Enrolled Elementary Learners not Finishing/Completing the School Year – Dropout Rate (DR) and Six-Year Target
- Percentage of Currently Enrolled Secondary Learners not Finishing/Completing the School Year – Dropout Rate (DR) and Six-Year Target

Intermediate Outcome: IO 1.3: All learners transition to the next key stage

- Percentage of Kindergarten Completers Proceeded to Next Key Stage in Grade 1 – Transition Rate (TR) and Six-Year Target
- Percentage of Grade 3 Completers Proceeded to next Key Stage in Grade 4 – Transition Rate (TR) and Six-Year Target
- Percentage of Grade 6 Completers Proceeded to next Key Stage in Grade 7 – Transition Rate (TR) and Six-Year Target
- Percentage of Grade 10 Completers Proceeded to next Key Stage in Grade 11 – Transition Rate (TR) and Six-Year Target

Intermediate Outcome: IO 1.4: All out-of-school children and youth participate in and complete formal or non-formal education learning opportunities

- Percentage of Out-of-School Children (OSC) who Returned to School or Participated in Alternative Learning System (ALS) – Participation Rate of OSC and Six-Year Target

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

- Percentage of Out-of-School Youth (OSY) who Returned to School or Participated in Alternative Learning System (ALS) – Participation Rate of OSY and Six-Year Target
- Percentage of Out-of-School Children (OSC) Completers in Alternative Learning System (ALS)/Completed Session in ALS and Six-Year Target
- Percentage of Out-of-School Youth (OSY) Completers in Alternative Learning System (ALS)/Completed Session in ALS and Six-Year Target

PILLAR 2: EQUITY

Intermediate Outcome (IO) #2: Disadvantaged school-age children and youth, and adults benefited from appropriate equity initiatives

- Proportion of Elementary Learners in Situation of Disadvantages Transition to Next Key Stage and Six-Year Target
- Proportion of Secondary Learners in Situation of Disadvantages Transition to Next Key Stage and Six-Year Target
- Gender Parity Index (GPI) Completion in Elementary and Six-Year Target
- Gender Parity Index (GPI) Completion in Secondary and Six-Year Target

Intermediate Outcome (IO) 2.1: All school-age children and youth and adults in situations of disadvantage are participating in basic learning opportunities and receiving appropriate quality education.

- Percentage of Elementary Learners in Situation of Disadvantage Continue to Participate in Basic Education and Six-Year Target
- Percentage of Secondary Learners in Situation of Disadvantage Continue to Participate in Basic Education and Six-Year Target
- Percentage of Secondary Learners in Situation of Disadvantage (Disaggregated by Group) Achieved at Least a Fixed Level of Proficiency/Mastery in Reading Literacy and Six-Year Target
- Percentage of Secondary Learners in Situation of Disadvantage (Disaggregated by Group) Achieved at Least a Fixed Level of Proficiency/Mastery in Numeracy and Six-Year Target
- Percentage of Secondary Learners in Situation of Disadvantage (Disaggregated by Group) Achieved at Least a Fixed Level of Proficiency/Mastery in 21st Century Skills Numeracy and Six-Year Target

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

PILLAR 3: QUALITY

Intermediate Outcome (IO) 3: Learners complete K-12 basic education having attained all learning standards that equip them with the necessary skills and attributes to pursue their chosen paths of education

- Percentage of Learners Proceeded to College and Six-Year Target
- Percentage of Learners Proceeded to Employment and Six-Year Target
- Percentage of Learners Proceeded to Entrepreneurship and Six-Year Target
- Percentage of Learners Proceeded to Middle Level Skills Development and Six-Year Target

Intermediate Outcome (IO) 3.1: Learners attain Stage 1 learning standards of fundamental reading and numeracy skills

- Percentage of K to 3 Learners Attaining Nearly Proficient Level and Six-Year Target
- Percentage of Learners Attaining Nearly Proficient Level or Better in English and Six-Year Target
- Percentage of Learners Attaining Nearly Proficient Level or Better in Filipino and Six-Year Target
- Percentage of Learners Attaining Nearly Proficient Level or Better in Mother Tongue (excluding Tagalog Speakers) and Six-Year Target
- Percentage of Learners Attaining Nearly Proficient Level or Better in Numeracy and Six-Year Target

Intermediate Outcome (IO) 3.2: Learners attain Stage 2 (Grade 6) learning standards of literacy & numeracy skills and apply 21st century skills to various situations

- Percentage of Grade 6 Learners Attaining Nearly Proficient Level or Better in Numeracy and Six-Year Target

Intermediate Outcome (IO) 3.3: Learners attain Stage 3 (Grades 7-10) learning standards of literacy & numeracy skills and apply 21st century skills to various situations

- Percentage of Grade 10 Learners Attaining Proficient Level or Better in Stage 2 Literacy and Numeracy Standards and Six-Year Target

Intermediate Outcome (IO) 3.4: Learners attain Stage 4 (Grades 11-12) learning standards equipped with knowledge and 21st century competencies developed in their chosen core, applied and specialized SHS tracks

- Percentage of Grade 12 Learners Attaining Nearly Proficient Level or Better in Stage 3 Literacy and Numeracy Standards and Six-Year Target

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

Intermediate Outcome (IO) 3.5: Learners in the Alternative Learning System attain certification as Elementary or Junior High School Completers

- Percentage of Out-of-School Children (OSC) Alternative Learning System (ALS) Learners Passing the A&E Test and Six-Year Target
- Percentage of Out-of-School Youth (OSY) Alternative Learning System (ALS) Learners Passing the A&E Test and Six-Year Target
- Percentage of Out-of-School Adults (OSA) Alternative Learning System (ALS) Learners Passing the A&E Test and Six-Year Target

PILLAR 4: RESILIENCY AND WELL-BEING

Intermediate Outcome (IO) #4: Learners are resilient and know their rights and have the life skills to protect themselves and claim their education-related rights from DepEd and other duty-bearers to promote learners' well-being

- Percentage of Affected and Displaced Learners Retained and Six-Year Target
- Percentage of Learners who Reported Violence Committed Against them by other Learners (Bullying) Based on Intake Sheets of Schools and Six-Year Target
- Percentage of Learners who Reported Violence Committed Against them by Adults (Child Abuse) Based on Intake Sheets of Schools and Six-Year Target
- Percentage of Learners who are Happy and Satisfied with their Basic Education Experience in Relation to the Enjoyment of their Specific Rights in School and Learning Centers and Six-Year Target
- Percentage of Learners who are Happy and Satisfied with their Basic Education Experience in Relation to the Enjoyment of their Specific Rights in School and Learning Centers and Six-Year Target
- Percentage of Schools and Learning Centers Significantly Manifesting Indicators of Rights-Based Education (RBE) in the Learning Environment and Six-Year Target

Intermediate Outcome (IO) 4.1: Learners are served by a Department that adheres to a rights-based education framework at all levels

- Percentage of Affected and Displaced Learners Retained and Six-Year Target
- Percentage of DepEd Personnel in Regional Office (RO) who Know the Rights of Children and Learners in Relation to Rights-Based Education (RBE) Infusing them in their Respective Jobs/Duties and Six-Year Target

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

- Percentage of DepEd Personnel in School Division Office (SDO) who Know the Rights of Children and Learners in Relation to Rights-Based Education (RBE) Infusing them in their Respective Jobs/Duties and Six-Year Target
- Percentage of DepEd Personnel in Schools/Learning Centers who Know the Rights of Children and Learners in Relation to Rights-Based Education (RBE) Infusing them in their Respective Jobs/Duties and Six-Year Target

Intermediate Outcome (IO) 4.2: Learners are safe and protected, and can protect themselves from risks and impacts from natural and human-induced hazards

- Percentage of Learners Equipped with Capacities on what to do Before, During, and After a Disaster/ Emergency and Six-Year Target
- Percentage of Learners in Safe Schools and Six-Year Target

Intermediate Outcome (IO) 4.3: Learners have the basic physical, mental, and emotional fortitude to cope with various challenges in life

- Percentage of Learners with Improved Health Physical Fitness and Six-Year Target

ENABLING MECHANISMS: MANAGEMENT AND GOVERNANCE

Enabling Mechanism #1: Ensure all education leaders and managers practice participative, ethical, and inclusive management process

- Percentage of Elementary Schools Achieving Higher Level of School-Based Management (SBM) Practice and 6-Year Target
- Percentage of Elementary Schools Achieving Higher Level of School-Based Management (SBM) Practice and 6-Year Target

Enabling Mechanism #2: Ensure human resources in all governance levels are sufficient, resilient, competent, and continuously improving

- Proportion of Elementary Schools with Very Satisfactory and Higher Rating in the Office Performance Commitment and Review Form (OPCRF) and 6-Year Target
- Proportion of Secondary Schools with Very Satisfactory and Higher Rating in the Office Performance Commitment and Review Form (OPCRF) and 6-Year Target
- Proportion of School Division Office (SDO) Personnel with Very Satisfactory and Higher Rating in the Office Performance Commitment and Review Form (OPCRF) and 6-Year Target

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

- Proportion of Regional Office (RO) Personnel with Very Satisfactory and Higher Rating in the Office Performance Commitment and Review Form (OPCRF) and 6-Year Target

Enabling Mechanism #3: Ideal learning environment and adequate learning resources for learners ensured

- Proportion of Schools Achieving Ideal Ratio on Classrooms and 6-Year Target
- Proportion of Schools Achieving Ideal Ratio on Teachers and 6-Year Target
- Proportion of Schools Achieving Ideal Ratio on Textbooks and 6-Year Target
- Proportion of Schools Achieving Ideal Ratio on Seats and 6-Year Target
- Proportion of Schools Achieving Ideal Ratio on Science and Math Equipment and 6-Year Target
- Proportion of Schools Achieving Ideal Ratio on ICT Package/E-Classroom and 6-Year Target
- Proportion of Elementary Schools with Functional Library and 6-Year Target
- Proportion of Integrated Schools with Functional Library and 6-Year Target
- Proportion of Secondary Schools with Functional Library and 6-Year Target
- Proportion of Elementary Schools with Connection to Electricity and 6-Year Target
- Proportion of Secondary Schools with Connection to Electricity and 6-Year Target
- Proportion of Elementary Schools with Connection to Internet and 6-Year Target
- Proportion of Secondary Schools with Connection to Internet and 6-Year Target
- Proportion of School Division Offices (SDOs) Achieving Ideal Interquartile Ratio (IQR) on Teacher Deployment for Elementary and 6-Year Target
- Proportion of School Division Offices (SDOs) Achieving Ideal Interquartile Ratio (IQR) on Teacher Deployment for Junior High School (JHS) and 6-Year Target
- Proportion of SDOs Achieving Ideal Interquartile Ratio (IQR) on Teacher Deployment for Senior High School (SHS) and 6-Year Target

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

Enabling Mechanism #4: Improve and modernize internal systems and processes for a responsive and efficient financial resource management

- Client Satisfactory Rating of Schools' Respective Internal & External Stakeholders and 6-Year Target
- Client Satisfactory Rating of School Division Offices' (SDOs) Respective Internal & External Stakeholders and 6-Year Target
- Client Satisfactory Rating of Regional Office' (RO) Respective Internal and External Stakeholders and 6-Year Target

Enabling Mechanism #5: Strengthen active collaboration with key stakeholders

- Special Education Fund (SEF) Utilization Rate and 6-Year Target
- Proportion of Elementary Schools with Functional School Governing Council (SGC) and 6-Year Target
- Proportion of Secondary Schools with Functional School Governing Council (SGC) and 6-Year Target

Enabling Mechanism #6: Enhance and strengthen the public-private complementarity

- o Proportion of Private Schools Receiving Government Assistance (ESC) and 6-Year Target
- o Proportion of Private Schools Receiving Government Assistance (SHS) Voucher Program) and 6-Year Target
- o Proportion of Private Schools Receiving Government Assistance (Open High School) and 6-Year Target
- o Proportion of Teachers in Private Schools Receiving Teachers Subsidy and 6-Year Target
- o Percentage of Elementary Schools with School Site and 6-Year Target
- o Percentage of Secondary Schools with School Site and 6-Year Target

Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telephone Nos.: (083) 2288825/ (083) 2281893
Email Address: region12@deped.gov.ph
Website: depedroxii.org

1st Quarter Program Implementation Review

Theme: _____

Date: _____

Venue: _____

Doc. Ref. Code	RO12-ASD-F422	Rev	00
Effectivity	09.22.2023	Page	

Per Quarter Committed Outputs and Actual Accomplishment (based on WFP/AIP)

Output	Output Indicator	Physical						Financial		Schedule of Delivery
		Target			Actual Accomplishment			Obligated	Unutilized	
		Annual	Quarter	% (Q/A* 100)	Annual	Quarter	% (Q/A* 100)			
Self Learning Modules	Number of digitized Self Learning Modules	10	3	30%	10	3	30%	3,000	7,000	By quarter

Note: Data entries shall be culled out from the WFP encoded in the PMIS and/or AIP of the School

Committed Output	Completed	On Going	As Scheduled	Rescheduled	Additional	Terminated
Total						

Note: Data entries shall be culled out from the WFP encoded in the PMIS and/or AIP of the School

List of Completed ____ Quarter Outputs

Output	Output Indicator	Physical				Remarks
		Annual Target	Quarter Target	Quarter Accomplishment	% (QA/QT*100)	

Note: Data entries shall be culled out from the WFP encoded in the PMIS and/or AIP of the School

Output	Physical Target	Estimated Time of Completion	Remarks

Note: Data entries shall be culled out from the WFP encoded in the PMIS and/or AIP of the School

Output	Physical Target	Estimated Time of Completion	Remarks

Note: Data entries shall be culled out from the WFP encoded in the PMIS and/or AIP of the School

List of Re-scheduled _____ Quarter Outputs

Output	Physical Target	Estimated Time of Completion	Remarks

Note: Data entries shall be culled out from the WFP encoded in the PMIS and/or AIP of the School

List of Additional _____ Quarter Outputs

Output	Physical Target	Estimated Time of Completion	Remarks

Note: Data entries shall be culled out from the WFP encoded in the PMIS and/or AIP of the School

Output	Physical Target	Reasons

Note: Data entries shall be culled out from the WFP encoded in the PMIS and/or AIP of the School

Good Practices

Expected Output	Reasons for Delay			Action Taken or to be taken
	Operational Issue	Policy Issue	Issues that are needing management decisions and recommendations	

Reason for Under/Over Achievement (Physical)
Reason for Low Financial Obligation
Reason for Low Financial Disbursement

CATCH-UP PLAN

Output Indicators (with Backlog)	Physical Target (Backlog)	Reasons for Delay	Action Plan	Person-in-Charge	Target date of Completion