



Republic of the Philippines
Department of Education
Region V– Bicol

SCHOOLS DIVISION OFFICE OF LIGAO CITY



Office of the Schools Division Superintendent

31626183

March 16, 2026

DIVISION MEMORANDUM

No. 0126, s. 2026

**CY 2026 PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE
ASSESSMENT (PIRPA)**

1. In accordance to DepEd Order No. 29, s. 2022 titled: Adoption of the Basic Education Monitoring and Evaluation Framework (BEMEF) aims to guide all operating units across governance levels in the conduct of Monitoring and Evaluation (M&E) initiatives and stipulates that Program Implementation Review (PIR) and Performance Assessment (PA) must be established as the reporting platform of the DepEd to report the accomplishments of outputs in terms of efficiency and corresponding budget utilization.
2. Moreover, the PIRPA as an M&E mechanism of the BEMEF intends to simultaneously measure the progress of implementation of the PPAs within and across the organization, the performance of functional divisions, districts, schools based on the targets set in the OPRCF, and their contribution to organizational outcomes. It will track the accomplishments of PPAs and the delivery of outputs within the Department's set quality, efficiency and timeliness standards. Through this mechanism, DepEd gets a timely response to bottlenecks, constraints, and challenges affecting the delivery of basic education services. This will also ensure that the best practices, valuable lessons learned, and progressive program implementation improvement are learned and utilized in various development processes to enhance future PPAs. In support of this, SDO Ligao City through the SGOD-SMME, process owner shall conduct the CY 2026 Program Implementation Review and Performance Assessment (PIRPA).
3. The following are the objectives of the conduct of PIRPA:
 - a. Present the Physical and Financial accomplishments including the results of assessments;
 - b. Present the issues and concerns and those needing decisions from the Top Management;
 - c. Present the Planning, Procurement, and Financial Updates;
 - d. Present the responses and commitments from the program proponents and implementers especially those identified PAPs for achieving their targets; and
 - e. Present the lessons learned and next steps.



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4. Prior to the actual PIRPA, every FD/District/School shall conduct an Internal PIR to look at the progress of plans in terms of physical, implementation schedule, and financial performance based on their committed outputs in their approved Work and Financial Plan. This shall review whether the targeted outputs in a given time were delivered as scheduled, in the right quantity, and cost as well as determines whether the activities proposed for funding were executed as planned.
5. All Functional Divisions, Districts and schools are advised to submit the required PIRPA reports at least five (5) days before the actual PIRPA using the attached consolidation and reporting templates. Both the hard and soft copies of the reports must be submitted to SGOD-SMME Section for consolidation and reporting purposes. An advisory of submission report of schools and districts shall be issued to ensure proper reporting and prompt compliance.
6. SDO level PIRPA shall be participated by the **50** identified program owners and personnel, to wit:

Functional Division	No. of Personnel
Top Management	2 (SDS & ASDS)
OSDS	1- ITO
	1- AO-V
	1- Budget Officer
	1 – HRMO
	1 – Supply Officer
	1- Legal Officer
	1- Accountant
	Total: 9
CID	1- Chief ES
	10- EPSs
	10- PSDSs
	1- PDO-II
	Total: 22
SGOD	1- Chief ES
	1- EPS
	4- SEPS
	1- Planning Officer
	1- DRRMO
	1- PDO- YFD
	1- MO-III
	1- Dentist



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	5- Nurses
	3- EPS-II
	Total: 19
Total	50

7. Enclosed in this Memorandum are the following:
 - a. Technical/Working Committees
 - b. Schedule of Activities
8. To facilitate a comprehensive reporting and analysis of data and for clarity, the following reporting templates to be used can be accessed on this link:
<https://tinyurl.com/SDOLigaoPIRPA26Templates>.
 - a. PIRPA Reporting Template (Annex A) for FDs, Districts and Schools
 - b. Committed Output Template (Annex B-PPT) – FDs only
 - c. Narrative Status Report (Annex C-WORD) - FDs only
9. Meals and materials of the SDO/District/School personnel involved in the activity, and other expenses relative to the conduct of the PIRPA shall be charged to CY 2026 School/Division MOOE.
10. For inquiries or any clarification, all concerned may contact **Mr. Angelo C. Quintan**, SEPS-SMME and **Ms. Pamela G. Garcia**, EPS-II, SMME through **sgodme@depedligao.net** or CP Nos. **09171473254/09485371121**.
11. For information, guidance, and compliance of all concerned.

NYMPHA D. GUEMO
Schools Division Superintendent

References: DepEd Order 29, s. 2022
RM 128, s. 2025

To be indicated in the Perpetual Index
under the following subjects:

MONITORING & EVALUATION
PROGRAM IMPLEMENTATION REVIEW
PERFORMANCE ASSESSMENT



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CY 2026 PIRPA Schedule and Activities

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
School	March 27, 2026	June 26, 2026	September 25, 2026	December 4, 2026
District	April 7, 2026	June 30, 2026	September 29, 2026	December 11, 2026
SDO	April 9, 2026	July 3, 2026	October 9, 2026	December 16, 2026

** For school and district level PIRPA, school head & PSDS may have their own schedule provided it shall be conducted prior to the division PIRPA.*

PIRPA Activity Matrix

Time	Activities	Person/s Responsible
8:30 a.m.	Registration/Attendance	Pamela G. Garcia <i>EPS-II</i>
Opening Program		
8:30 a.m.- 9:00 a.m.	Prayer: Phil. National Anthem Ligao City Hymn	AVP
	Presentation of Participants	Jose Pedro Q. Dayandante <i>EPS, SGOD</i>
	Message	Nympha D. Guemo <i>SDS</i>
	PIRPA Orientation	Angelo C. Quintan <i>SEPS</i>
9:00 - 11:00 a.m.	PIRPA Proper	PIRPA Presenters
	SGOD PIRPA Presentation	Ernie M. Baranquel <i>SGOD Chief</i>
	CID PIRPA Presentation	Tita V. Agir <i>CID Chief</i>
	OSDS PIRPA Presentation	Mary Jodelle E. Ollet AO-V/ <i>Section Heads</i>
11:00- 12:00 noon	Discussion, Agreements and Way Forward	3 FDs/Program Owners/Discussion Leaders

PAMELA G. GARCIA
emcee