



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

OFFICE MEMORANDUM

No. 032, s. 2026

To: **ALL CONCERNED SDO PERSONNEL**

From: **CAROLINA S. VIOLETA, EdD, CESO V**
Schools Division Superintendent

Subject: **CONDUCT OF THE PROGRAM IMPLEMENTATION REVIEW (PIR)
FIELD VALIDATION OF SCHOOLS DIVISION OFFICES (SDOs)
FOR THE FIRST AND SECOND QUARTERS OF FISCAL YEAR (FY)
2026**

Date: August 3, 2026

In reference to DepEd Order No. 29, s. 2022, titled "Adoption of the Basic Education Monitoring and Evaluation Framework (BEMEF)", this Office informs all concerned that the Department of Education Region III (DepEd RO III) shall conduct the **Program Implementation Review (PIR) Field Validation of Schools Division Offices (SDOs) for the First and Second Quarters of Fiscal Year (FY) 2026 in SDO Bataan on August 24, 2026** per Regional Memorandum No. 254, s. 2026.

The validation aims to ensure that the accomplishments reported by the SDOs are accurate, evidence-based, and aligned with the **Key Result Areas (KRAs)** of the **Schools Division Superintendent (SDS)** in the **Office Performance Commitment and Review Form (OPCRF)** and the approved **SDO Monitoring and Evaluation (M&E) Plan**, while providing technical assistance to strengthen program implementation and performance reporting.

All units shall prepare their First and Second Quarter PIR reports, together with their WFP, AIP, SDO M&E Plan, SDS' OPCRf, and other relevant supporting documents during the validation.

The set of **Guidelines on the Program Implementation Review (PIR) Field Validation of SDOs** is attached for further information and guidance.



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In line with this, all units are requested to submit their First and Second Quarter PIR Reports on or before **August 7, 2026**, to provide sufficient time to conduct a preliminary review of the reports prior to the scheduled validation.

Immediate dissemination of and strict compliance with this Memorandum are earnestly desired.

References:

DepEd Order No. 29, s. 2022

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

MONITORING & EVALUATION



Republic of the Philippines
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**GUIDELINES ON THE PROGRAM IMPLEMENTATION REVIEW (PIR) FIELD
VALIDATION OF SCHOOLS DIVISION OFFICES**

I. Purpose

These guidelines establish the procedures and composition of the validation teams for the Program Implementation Review (PIR) Field Validation of Schools Division Offices (SDOs). The validation aims to ensure that the accomplishments reported by the Schools Division Offices are accurate, evidence-based, and aligned with the approved Key Result Areas (KRAs) of the Schools Division Superintendent (SDS) in the Office Performance Commitment and Review Form (OPCRF) and the SDO Monitoring and Evaluation (M&E) Plan. The validation shall likewise provide technical assistance to improve implementation and performance reporting.

II. Regional Validation Teams

The Regional Office shall organize three (3) Regional Validation Teams to conduct the field validation of assigned Schools Division Offices. Each team shall be responsible for reviewing reported accomplishments, validating supporting documents, providing technical assistance, and documenting validation findings.

Team 1	Team 2	Team 3
Ariel M. Culala New EPS – QAD Ariel Garcia	Anthony S. Dela Cruz Glenn P. Sarmiento Edwin T. Marcos	Kim Jayson G. Villezca Zandra Paruginog New EPS – QAD
Day 1	Day 1	Day 1
Bulacan Province City of Baliwag	Tarlac City Tarlac Province	Bataan Province Balanga City



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Roles and Responsibilities of the Regional Validation Team

Lead Validator	Leads the validation process, facilitates the presentation and discussion of findings, ensures consistency in the validation process, and recommends validation results.
Technical Validators	Validate accomplishments, verify the submitted Means of Verification (MOVs) if necessary, provide technical clarifications, and identify strengths, gaps, and areas for improvement.
Documentation and Secretariat	Document the proceedings, record agreements and observations, consolidate validation findings, and prepare the validation report.

Schools Division Office (SDO) Validation Counterparts

Each Schools Division Office shall designate the following officials and personnel to participate in the field validation and provide the necessary presentations and supporting documents.

Position	Roles and Responsibilities	Person In-Charge
Schools Division Superintendent (SDS)	Lead the SDO validation team throughout the validation process	CAROLINA S. VIOLETA, EdD, CESO V
Assistant Schools Division Superintendent (ASDS)		JERRY DIMLA CRUZ, DEM, CESO VI
Chiefs of CID and SGOD		ROBERTO R. PANTIG, PhD RAMON C. PEREZ
Unit/Section Heads	Prepare all documents needed for the validation (PIR reports, WFP/AIP, M&E plan, SDS' OPCRf)	OSDS ATTY. HAZEL CARANDANG-DILIG PILAR C. IGNACIO MYRA V. DILIG RHODORA C. GANZON RICHARD ALBORO ETHEL JOYCE BARTOLOME ROSALIE JOY TRINIDAD



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Planning Officer III / SGOD Monitoring and Evaluation Focal Person		LORENA INLONG PAUL JOHN DIMLA ENGR. AMILEEN GABAYA CID CID EPSs PSDSs SGOD MAR-ELEN FE G. REÑOSA DR. LUIGI MENDOZA JESSALYN ANNE LINSANGAN EVANGELINE GALLARDO RAYMOND JOSEPH MENDOZA GERALD LINGAD KARL JON CRUZ RENATO MYLON DE GUIA NICO MANGALIMAN HERMIE G. DURAN
Budget, Accounting, and Supply Officers (<i>as necessary</i>)	Provide financial, procurement, and resource utilization documents to support reported accomplishments.	MYRA V. DILIG RHODORA C. GANZON ROSALIE JOY TRINIDAD ETHEL JOYCE BARTOLOME PAUL JOHN DIMLA
SDO Secretariat	Facilitates venue preparation, logistics, document management, attendance, and documentation of the validation proceedings.	FRANCEZ PAULENE C. LIKWONG MA. LIZA MANUEL MISTY DELA CRUZ

Validation Process



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The field validation shall be completed within **one-half day** for each Schools Division Office.

Time Duration	Activity
15 minutes	Opening Program, Presentation of Objectives, and Orientation on the Validation Process
2 hours	Document Validation, Technical Clarifications, and Validation Interviews
30 minutes	Consolidation of Findings, Provision of Technical Assistance, and Agreements
15 minutes	Closing Program

General Guidelines

The validation shall focus on the **Program Implementation Review (PIR) Reports** aligned with the Office Performance Commitment and Review Form (OPCRF) of the Schools Division Superintendent, based on the identified Key Result Areas (KRAs).

Schools Division Offices (SDOs) shall ensure that reported accomplishments are supported by complete and authentic Means of Verification (MOVs), which shall be made available for verification, as necessary.

Validation shall determine the accuracy, completeness, quality, timeliness, and consistency of reported accomplishments and their alignment with the approved **SDO Monitoring and Evaluation (M&E) Plan, Work and Financial Plan (WFP)/Annual Implementation Plan (AIP)**, and other operational plans.

The Regional Validation Team shall validate reported accomplishments through document review, technical interviews, and verification of supporting evidence. Validators may request additional documents or clarifications whenever necessary.

The validation shall also identify good practices, implementation gaps, challenges, and opportunities for improvement, which shall serve as the basis for providing technical assistance to the Schools Division Office.

Validation findings and recommendations shall be documented in the Validation Report and shall serve as inputs to the **Regional Program Implementation Review (PIR)**, performance monitoring, and continuous improvement initiatives of the Schools Division Offices.



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All participants are expected to observe professionalism, objectivity, transparency, and confidentiality throughout the validation process to ensure the integrity and credibility of the results.

RECEIVED
JUL 29 2023



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REGION III-CENTRAL LUZON

JUL 28 2026

BY: _____

REGIONAL MEMORANDUM

No. **254**, s. 2026

**CONDUCT OF THE PROGRAM IMPLEMENTATION REVIEW (PIR) FIELD
VALIDATION OF SCHOOLS DIVISION OFFICES FOR THE FIRST AND SECOND
QUARTERS OF FISCAL YEAR (FY) 2026**

To: Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. Pursuant to DepEd Order No. 29, s. 2022, titled "Adoption of the Basic Education Monitoring and Evaluation Framework (BEMEF)," this Office, through the Quality Assurance Division (QAD) in coordination with the Field Technical Assistance Division (FTAD), shall conduct the **Program Implementation Review (PIR) Field Validation of Schools Division Offices (SDOs) for the First and Second Quarters of Fiscal Year (FY) 2026** on August 24-27, 2026.

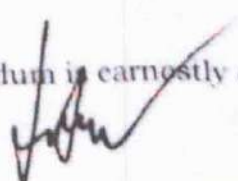
2. The validation aims to ensure that the accomplishments reported by the SDOs are accurate, evidence-based, and aligned with the **Key Result Areas (KRAs) of the Schools Division Superintendent (SDS) in the Office Performance Commitment and Review Form (OPCRF)** and the approved **SDO Monitoring and Evaluation (M&E) Plan**, while providing technical assistance to strengthen program implementation and performance reporting.

3. SDOs are requested to prepare their First and Second Quarter PIR reports, together with their WFP, AIP, SDO M&E Plan, SDS' OPCRf, and other relevant supporting documents during the validation.

4. The set of **Guidelines on the Program Implementation Review (PIR) Field Validation of SDOs** is attached for further information and guidance.

5. In line with this, all SDOs are requested to submit their First and Second Quarter PIR Reports on or before **August 17, 2026**, to provide the validation team sufficient time to conduct a preliminary review of the reports prior to the scheduled validation.

6. Immediate and wide dissemination of this Memorandum is earnestly desired.


TOLENTINO G. AQUINO
Regional Director

References: DepEd Order No. 29, s. 2022

To be indicated in the Perpetual Index
under the following subjects

MONITORING & EVALUATION

QAD1/qad3
July 27, 2026



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Enclosure 1

Guidelines on the Program Implementation Review (PIR)
Field Validation of Schools Division Offices

I. Purpose

These guidelines establish the procedures and composition of the validation teams for the **Program Implementation Review (PIR) Field Validation of Schools Division Offices (SDOs)**. The validation aims to ensure that the accomplishments reported by the Schools Division Offices are accurate, evidence-based, and aligned with the **approved Key Result Areas (KRAs) of the Schools Division Superintendent (SDS)** in the **Office Performance Commitment and Review Form (OPCRF)** and the **SDO Monitoring and Evaluation (M&E) Plan**. The validation shall likewise provide technical assistance to improve implementation and performance reporting.

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Day 1 Bulacan Province City of Baliwag	Day 1 Tarlac City Tarlac Province	Day 1 Bataan Province Balanga City
Day 2 City of SJDM Malolos City	Day 2 Science City of Munoz San Jose City	Day 2 Angeles City Mabalacat City
Day 3 Gapan City Cabanatuan City	Day 3 Nueva Ecija Province Aurora Province	Day 3 City of San Fernando Pampanga Province
Day 4 Meycauayan City	Day 4 Aurora Province	Day 4 Olongapo City Zambales Province



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III. Roles and Responsibilities of the Regional Validation Team

Position	Roles and Responsibilities
Lead Validator	Leads the validation process, facilitates the presentation and discussion of findings, ensures consistency in the validation process, and recommends validation results.
Technical Validators	Validate accomplishments, verify the submitted Means of Verification (MOVs) if necessary, provide technical clarifications, and identify strengths, gaps, and areas for improvement.
Documentation and Secretariat	Document the proceedings, record agreements and observations, consolidate validation findings, and prepare the validation report.

IV. Schools Division Office (SDO) Validation Counterparts

Each Schools Division Office shall designate the following officials and personnel to participate in the field validation and provide the necessary presentations and supporting documents.

Position	Roles and Responsibilities
Schools Division Superintendent (SDS) Assistant Schools Division Superintendent (ASDS) Chiefs of CID and SGOD Unit/Section Heads	Lead the SDO validation team throughout the validation process
Planning Officer III / SGOD Monitoring and Evaluation Focal Person	Prepare all documents needed for the validation (PIR reports, WFP/AIP, M&E plan, SDS' OPCRf)
Budget, Accounting, and Supply Officers (as necessary)	Provide financial, procurement, and resource utilization documents to support reported accomplishments.
SDO Secretariat	Facilitates venue preparation, logistics, document management, attendance, and documentation of the validation proceedings.

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V. Validation Process

The field validation shall be completed within **one-half day** for each Schools Division Office.

15 minutes	Opening Program, Presentation of Objectives, and Orientation on the Validation Process
2 hours	Document Validation, Technical Clarifications, and Validation Interviews
30 minutes	Consolidation of Findings, Provision of Technical Assistance, and Agreements
15 minutes	Closing Program

VI. General Guidelines

The validation shall focus on the **Program Implementation Review (PIR) Reports** aligned with the **Office Performance Commitment and Review Form (OPCRF)** of the Schools Division Superintendent, based on the identified Key Result Areas (KRAs).

Schools Division Offices (SDOs) shall ensure that reported accomplishments are supported by complete and authentic Means of Verification (MOVs), which shall be made available for verification, as necessary.

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The Regional Validation Team shall validate reported accomplishments through document review, technical interviews, and verification of supporting evidence. Validators may request additional documents or clarifications whenever necessary.

The validation shall also identify **good practices, implementation gaps, challenges, and opportunities for improvement**, which shall serve as the basis for providing technical assistance to the Schools Division Office.

Validation findings and recommendations shall be documented in the Validation Report and shall serve as inputs to the **Regional Program Implementation Review (PIR)**, performance monitoring, and continuous improvement initiatives of the Schools Division Offices.

All participants are expected to observe professionalism, objectivity, transparency, and confidentiality throughout the validation process to ensure the integrity and credibility of the results.



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