



Republic of the Philippines  
**Department of Education**  
Region XII  
Schools Division Office of Tacurong City

September 25, 2025

**DIVISION MEMORANDUM**

SGOD No. 144 s. 2025

**CONDUCT OF 3<sup>rd</sup> QUARTER C.Y 2025 DIVISION PROGRAM IMPLEMENTATION  
REVIEW (PIR)**

To: CID /SGOD Chiefs  
Division Education Program Supervisors  
Cluster Heads  
Elementary/ Secondary School Heads  
Section Heads  
All Program Holders  
*This Division*

1. In adherence to Division Memorandum SGOD No. 038, s. 2024 re: Adoption of Program Implementation Review (PIR) Guidelines and the Conduct of Program Implementation Review in the Division Office, the Third (3<sup>rd</sup>) Quarter CY 2025 Division Program Review will be conducted on October 7, 2025 (Division PIR) at the SDO Conference Hall which shall start at 8:00 am.
2. The theme of the 3<sup>rd</sup> Quarter Program Implementation Review shall focus on reviewing the performance targets versus accomplishment on **Equity, Quality, Resiliency and Well-being and Enabling Mechanism – Governance**. It shall aim to achieve the following objectives:
  - 2.1 Discuss the Quarter 3 (Q3) status of programs, projects and major activities implementation particularly the physical and financial plans versus accomplishments.
  - 2.2 Track the progress of programs, projects and major activities implementation and determine gaps, issues and concerns including bottlenecks.
  - 2.3 Review initial progress of performance vis-à-vis the division /school basic education plan on Equity, Quality, Resiliency and Well-being and Enabling Mechanism for Governance.
  - 2.4 Identify corrections and corrective actions to be taken to adjust plan and ensure and ensure continuity and continuous improvement of Programs and Projects implementation.
  - 2.5 Document “Most Significant Change” stories and “Quick/ Small Wins” of Programs and Projects implemented as input to Organizational Knowledge of each functional division/ schools; and



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2.6 Formulate Catch-Up Plan for the delays of program, project, and major activities implementation.

3. Enjoined to attend are the regular members of the PIR from the division office composed of the following:

SDS	1	Presider, Lead Discussant
ASDS	1	Presenter for OSDS, Lead Discussant
Chiefs of functional division	2	Presenter for CID/ SGOD, Discussant
All EPSs	11	Interpellators/Discussant (10 CID, 1 SGOD)
All SEPS	2	Documenter: Gives inputs to issues & concerns related to PPAs handled
All EPSs II	2	Documenter: Gives inputs to issues & concerns related to PPAs handled
All Program Holders/Focal	10	Presenter: Gives inputs to issues & concerns related to PPAs handled
All Unit Heads	5	Presenter: Gives inputs to issues & concerns related to PPAs handled

4. Participants are reminded to observe the following procedures and standards.

4.1. The Presenters shall prepare a 10-minute PowerPoint presentation aligned with the contents of the slide decs prescribed by the region.

4.2. The presentation shall cover the three major details on the following performance **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 focused of 3<sup>rd</sup> quarter based on DEDP targets; and c.) Agenda and Catchup 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.

5. **After each presentation a 20-minute interpellation, discussion and synthesis** with the interpellators, discussants and synthesizer shall follow to comment major accomplishments and MSCs and clarify issues and concerns for division office action and /or endorsement for regional office decisions. The lead discussant assigned shall keep track of the time as the presentation is being done and shall **politely cut the presentation if it exceeds the prescribed time.**

6. To ensure that the lead discussants and panelists are informed of the full content of the PowerPoint presentations and to allow efficient collection of required data sets,



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all shall upload their presentation and MOVs/Photos during the conduct of PIR **through this link** <https://tinyurl.com/3RDQUARTER-PIRTAC> at least **three days prior** to Division PIR schedule.

7. Enclosed are the following for reference and guidance of all concerned:
  - 7.1 Indicative Schedule of Activities
  - 7.2 PowerPoint Presentation Template for SDO
8. Expenses to be incurred shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
9. For immediate dissemination and compliance.

  
**GILDO G. MOSQUEDA CEO VI**  
Schools Division Superintendent 

*MAP/DM/SGOD – Conduct of 3<sup>rd</sup> Quarter C.Y 2025 Division and School Program Implementation Review / September 15, 2025*



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Enclosure No. 1 to Division Memorandum SGOD No. 144s. 2025

**Indicative Schedule of Activities**

**CONDUCT OF 3<sup>rd</sup> QUARTER C.Y 2025 DIVISION PROGRAM IMPLEMENTATION  
REVIEW (PIR)  
October 7, 2025  
SDO Conference Room, Tacurong City**

TIME	ACTIVITY SESSION	PERSON RESPONSIBLE
09-13-24		
7:30 AM	REGISTRATION	
8:00 AM	Preliminaries: <ul style="list-style-type: none"><li>National Anthem / Regional Hymn/ Sultan Kudarat March/ Tacurong City Hymn</li><li>Invocation</li><li>Opening Remark</li><li>Presentation Participants</li><li>Statement of Purpose</li><li>Presentation of SDS's OPCRf's target per quarter</li></ul>	<b>c/o SGOD</b>  <b>AVR</b>  <b>AVR</b>  <b>GILBERT B. BARRERA, CESE</b> Asst. Schools Div. Superintendent  <b>ZENAIDA B. PORRAS</b> Administrative Officer V  <b>MAYFLOR D. ROMUALDO</b> Chief E.S – SGOD  <b>GILDO G. MOSQUEDA, CEO VI</b> Schools Division Superintendent



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8:01 AM – 12:00PM	PROGRAM IMPLEMENTATION REVIEW (PIR) PROPER  (All Program Holders)	<b>SDS</b> – Presider/ Lead Discussant Lead <b>ASDS</b> – Lead Discussant <b>Chief CID/SGOD</b> - Discussant <b>Education Prog. Supervisors</b> – Interpellators / Discussants <b>SEPSs</b> – Documenter/ Process Observer <b>EPSs II</b> – Documenter/ Process Observer <b>Program Holders/ Focal</b> - Presenter <b>Unit Heads</b> - Presenter
12:01 -1:00PM	<b>LUNCH BREAK</b>	
1:00 – 3:00PM	<b>Continuation of PIR</b>	
3:01 PM – 4:00 PM	<b>Agreements / Next Steps</b>	
4:01PM – 4:30 PM	<b>CLOSING PROGRAM</b>	



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