



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

March 03, 2025

DIVISION MEMORANDUM

No. 083 s. 2025

CONDUCT OF READING INVENTORY THROUGH THE ADMINISTRATION OF EARLY GRADE READING ASSESSMENT (EGRA), COMPREHENSIVE RAPID LITERACY ASSESSMENT (CRLA), AND PHILIPPINE INFORMAL READING INVENTORY POSTTESTS

To: Education Program Supervisors and Program Coordinators
Districts Heads
Elementary School Heads
All others concerned

1. In reference to Regional Memorandum No. 210 s. 2025 as part of the proactive measures of the Region under the Project STARS (Specialized Techniques for Advancing Readiness Skills) aimed at providing close support and monitoring of learning interventions which are designed to improve reading performance of learners and efficiency of teachers, this Office, through the Curriculum Implementation Division, shall lead in the conduct of reading inventory through the administration of the EGRA, CRLA, and Phil-IRI posttests on March 10-14, 2025 across the 46 districts.
2. The School Heads shall assign teachers who shall administer the said test to the learners in another school within the same district. The test administrator must have handled the same grade level to make sure protocol and test mechanics are clearly observed. Reporting of the test result must be done on a daily basis. The link to the data capturing templates shall be shared with the District Literacy Focal Persons who shall likewise monitor the progress of the daily data encoding.
3. The District Heads are expected to manage the smooth conduct of the activity in another district while the School Heads shall stay in their own school to manage the activity.
4. To ensure proper test administration, division/district monitors within the division are stipulated in Enclosure No. 1, attached to this Memorandum along with the Monitoring Checklist.
5. The District Head may reset the test administration in case of conflict of schedule provided that it is still conducted in March 2025.
6. Travel expenses shall be charged to their respective MOOE funds/Local Funds subject to the usual accounting and auditing rules and regulations.
7. This Memorandum serves as **Travel Order** of the monitors and teachers.
8. For compliance of all concerned.

GAUDENCIO C. ALJIBE JR., PhD, CESO VI
Schools Division Superintendent

DepEd Northern Samar

RELEASED



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Date: MAR 06 2025



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Enclosure 1 to Division Memorandum No. 083 s. 2025

DIVISION MONITORS	
GAUDENCIO C. ALJIBE JR.	Schools Division Superintendent
REY F. BULAWAN	Assistant Schools Division Superintendent
NOE M. HERMOSILLA	Chief, SGOD
SYLVIA D. VILLANUEVA	Chief, CID
ELNA D. ENANO	SGOD-Education Program Supervisor
MANUEL I. LIPATA	CID- Education Program Supervisor
FELIX J. LADEÑO	CID- Education Program Supervisor
NELIDA M. LOBOS	CID- Education Program Supervisor
OMAR O. TY	CID- Education Program Supervisor
EMILY M. ADRAYAN	CID- Education Program Supervisor
LUCILA R. BALONDO	CID- Education Program Supervisor
ISAGANI E. LICAS	CID- Education Program Supervisor
MYRA L. BATO	OIC- Education Program Supervisor for Filipino
DIONESIA A. MERCADER	SNED, Kindergarten. & Multigrade Coordinator
NESTOR B. ADA	LR Coordinator
GEROLDO LOBOS	Reading Coordinator
MERLITA B. FAJARDO	SMME

46 DISTRICTS	ASSIGNED MONITORS
ALLEN I	ANECITA B. MARZOL/GEROLDO LOBOS
ALLEN II	PETRONILO M. PANIS
BIRI	EDELMA BLASQUILLO/NESTOR ADA
BOBON	AGUSTIN B. ESTINOPO JR.
CAPUL	MARIA TERESITA D. URBANO
CATARMAN I	VENUS V. MALOBAGO
CATARMAN II	ELENA E. FLORES
CATARMAN III	NIMFA G. MAGPAYO
CATARMAN IV	ZORAIDA S. BULOSAN
CATARMAN V	MARY JANE M. AGUIRRE
CATARMAN VI	ALMA G. SOLAYAO
LAVEZARES I	MARIBEL A. FORMARAN
LAVEZARES II	GEANA S. LINGLING
LOPE DE VEGA	ALLAN C. ACEDERA
MONDRAGON I	ESTHER O. DELA CRUZ
MONDRAGON II	LUCIO S. LOBOS





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MONDRAGON III	ROSALYN A. SOSING
ROSARIO	RACQUEL G. PERFAS
SAN ANTONIO	ERMA G. PARINA
SAN ISIDRO I	DENMARK M. FERNANDEZ
SAN ISIDRO II	LENORE P. SALOR
SAN JOSE	ELEANOR A. BIDO
SAN VICENTE	RUTH B. CAPAZ
VICTORIA	FE AGATON
CATUBIG I	MARITES MAHINAY
CATUBIG II	ELVIRA SUBIAGA
CATUBIG III	ARNEL PAJARES
GAMAY I	LIZA ENGO
GAMAY II	CECILIA DORIA
LAOANG I	ROBERTO GALONO/MYRA L. BATO
LAOANG II	CARLOS BALANQUIT
LAOANG III	SILVANO PINCA
LAOANG IV	EPIGENIA PO
LAOANG V	EDILBERTO POSO
LAPINIG	MARIALITA ORIO
LAS NAVAS I	FRANCISCO BOTAIRE
LAS NAVAS II	ARNOLDO ROSALES
LAS NAVAS III	DIONESIO NUEVA
MAPANAS	RICO BALADAD
PALAPAG I	JANETTE CERBITO
PALAPAG II	MERIAM REYES
PALAPAG III	MARIVIC ESTAVILLO
PAMBUJAN I	ARNIO SALUDARIO
PAMBUJAN II	MARLON DE ASIS
SAN ROQUE	BRENDA VILLADOLID
SILVINO LOBOS	MARLO T. LONGCOP

Enclosure 2 to Regional Memorandum No. 083 s. 2025

**MONITORING CHECKLIST IN THE PROPER ADMINISTRATION
OF EGRA, CRLA, AND PHIL-IRI**

School: _____ Division: _____
 School Head: _____ Contact Numbers: _____
 Test Monitored: _____ Language: _____
 Total Number of Examinees: _____ Grade Level: _____
 Date: _____

Directions: Indicate whether the criteria are evident of or not evident by checking the appropriate spaces during the school monitoring.

INDICATORS	EVIDENT	NOT EVIDENT
A. Assessment Materials and Documents		
1. Prepared in advance	_____	_____
2. Complete	_____	_____
3. Organized and properly labeled	_____	_____
4. Printed according to specifications	_____	_____
5. Legible	_____	_____
B. List of Examinees		
1. Prepared in advance	_____	_____
2. Verified	_____	_____
3. Complete	_____	_____
4. Protected with confidentiality	_____	_____
C. Assessors		
1. Trained and knowledgeable	_____	_____
2. Briefed about the latest procedures	_____	_____
3. Properly assigned according to grade level	_____	_____
4. Provided with logistical support and technical assistance	_____	_____
5. Sufficient in number	_____	_____
D. Test Administration		
1. Conducted according to procedures and protocols	_____	_____
2. Done in a distraction-free environment	_____	_____
3. Properly supervised by assigned supervisors	_____	_____
4. Accurately records examinees responses or performance	_____	_____

E. Documentation

- 1. Records like profiles of examinees and other related documents are intact and accurate _____
- 2. Data is available and accessible to authorized personnel _____
- 3. Data is protected with confidentiality _____
- 4. Data is used to give feedback _____

F. Observations and Recommendations

	Observations	Recommendations
1		
2		
3		
4		
	Add more rows if necessary.	

Prepared by:

Member, Team _____