



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

July 2, 2026

REGIONAL MEMORANDUM

No. **824** s. 2026

**MONITORING OF THE 2026 QUARTERLY SCHOOLS DIVISION
OFFICES (SDOs) PROGRAM IMPLEMENTATION
REVIEW (PIR) VALIDATION PROCESS**

To: Schools Division Superintendents
Regional Office Division Chiefs
All Others Concerned

1. For the continuous improvement of the Regional Monitoring, Evaluation, and Adjustment Framework and in ensuring the organization's contribution to the realization of the Department's goals and objectives, this Office, through the Quality Assurance Division in coordination with the Regional Performance Management Team, announces the conduct of the monitoring of the 2026 quarterly SDOs PIR Validation Process.
2. The Regional Monitors shall:
 - a) coordinate with the assigned SDO on the validation schedule and the conduct of SDO PIR for the quarter;
 - b) supervise and observe the SDO PIR process on triangulated data validation and verification of the 2026 Quarterly Accomplishment or PIR Report in accordance with standards and means of verification (MOVs) to ensure the accuracy, completeness, and reliability;
 - c) conduct random check and record the MOVs especially those attributed with the indicators of the SDO's Office Performance Commitment and Review (OPCR);
 - d) ensure that accomplishment reports are based on the generated PMIS reports; and
 - e) sign the SDO PIR Reports to attest that the validation process has been conducted and the Report's and OPCR's indicators have corresponding MOVs.
3. The list of the Regional Monitors and assignments and the monitoring tool are attached herewith. The assignment of monitors may be adjusted, if necessary, to address operational requirements and ensure the efficient, timely, and continues conduct of the monitoring and validation activities. Likewise, if the assigned monitors are not available, the substitute monitors from the pool of alternates could be deployed.

4. Expenses incurred during the monitoring and validation are charged against their respective local/division fund and/or other eligible funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.


SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director

Enclosures: As stated

References: None

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

MONITORING

PIR

VALIDATION

QAD-RRT



Enclosure No. 1 to Regional Memorandum No. 824, s. 2026

LIST OF REGIONAL MONITORS, ALTERNATES, AND SDO ASSIGNMENTS

Schools Division Office	Regional Monitors
Baybay City	Ryan R. Tiu Jim Albert A. Lagado
Biliran	Rita R. Dimakiling Marlou D. Camposano
Borongan City	Rosemarie M. Guino Gladys J. Fabillo
Calbayog City	Gertrudes C. Mabutin Eden E. Dadap
Catbalogan City	Atty. Eleanor E. Calumpiano Jasmin F. Calzita
Eastern Samar	Gerardo L. Adtoon Elizabeth E. Caboboy
Leyte	Alma E. Suyom Eva D. Rosales
Maasin City	Mercedes D. Sarmiento Rachel R. Cuevas
Northern Samar	Edgar Y. Tenasas Rodel V. Rosales
Ormoc City	Harvie D. Villamor Jimmy G. Gula
Samar	Alejandra B. Lagumbay Melvin Chito M. Solis
Southern Leyte	Sonny S. Tayum Joy B. Bihag
Tacloban City	Elena S. de Luna Angelica Rodriguez
Alternate Monitors:	
Geraline M. Mangaliman	Atty. Jennilynd D. Daya
Reynaldo Nayre	Maryjean S. Menil
Dandy G. Acuin	Rowena Vacal
Glendale B. Lamiseria	Dina S. Superable
Gary Jay N. Calipayan	Russel Resco
Fe M. Gerona	Ariem V. Cinco

Enclosure No. 2 to Regional Memorandum No. 824 s. 2026

**MONITORING CHECKLIST ON VALIDATION PROCESS OF THE
SCHOOLS DIVISION OFFICE'S PROGRAM
IMPLEMENTATION REVIEW (PIR)**

SDO : _____ **Quarter** : _____
Address : _____ **Date Monitored** : _____

Observation	Description
Highly Observed (HO)	<i>The indicator was consistently and clearly observed throughout the validation process.</i>
Partially Observed (PO)	<i>The indicator was observed only to a limited extent. Significant gaps or inconsistencies were evident, requiring improvement or technical assistance.</i>
Not Observed (NO)	<i>The indicator was not observed during the monitoring activity, or there was insufficient objective evidence to demonstrate that the practice was implemented.</i>
Not Applicable	<i>The indicator is not applicable to the validation activity or program being monitored.</i>

Indicators	Observation	Remarks <i>(for PO and NO)</i>
I. Pre- Validation		
1. Validation objectives, scope, methodology, and criteria are clearly communicated to the program implementers or process holders.		
2. Approved validation tools, reference documents (e.g., WFP, OPCRF, Implementation Plan), and performance targets are available.		
3. Required reports, performance targets, and Means of Verification (MOVs) are complete, organized, and available for validation.		
4. Roles and responsibilities of the SDO validation team are clearly defined and performed.		
5. The SDO Validation Team conducts an initial review of the submitted reports and available documentary evidence to determine the completeness of documents and readiness for the validation process.		
II. Validation of Targets and Performance Indicators		
1. The approved targets and performance indicators are verified consistent with the approved WFP, OPCRF, PMIS-generated reports, implementation plans, and/or other authorized reference documents.		

2. Validators compare reported physical accomplishments with approved targets to determine the level of accomplishment and identify unmet or overachieved targets and reflect the reason in the REMARKs portion of WFP Accomplishment Report.		
3. Reported accomplishments were supported by complete, authentic, and verifiable Means of Verification (MOVs).		
4. Dates, participants, outputs, accomplishments, and other relevant information were verified against supporting documents.		
5. Quarterly Physical Accomplishments and Budget Utilization Report were triangulated using appropriate documentary evidence and available data sources.		
6. Duplicated, discrepancies between reports, databases, presentations, and documentary evidence were reconciled before validation was finalized.		
7. Analyze the causes of variances, implementation gaps, issues, and risks, and ensure that explanations are supported by objective evidence.		
8. Review the previous validation findings and verify the implementation of agreed actions, recommendations, or management interventions.		
9. Validators verify the identified data gaps, inconsistencies, and discrepancies are resolved through consultation with the concerned office and are supported by appropriate documentary evidence before the validation results are finalized.		
10. Validators document the validation results, communicate findings and recommendations, and ensure that the validated PIR Report is complete, evidence-based, and ready for endorsement.		

OVERALL OBSERVATION ON SDO DATA VALIDATION

Highly Observed Partially Observed Not Observed

OTHER FINDINGS *(include specification of data or indicators with lacking MOVs)*

Prepared by:

Regional Monitor

Signature Over Printed Name
Date : _____

Signature Over Printed Name
Date: _____

Conforme:

SDO Personnel
Signature Over Printed Name
Date : _____