



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

July 2, 2025

DIVISION MEMORANDUM

No. 391 , s. 2025

**REORIENTATION ON THE ADMINISTRATION OF PHILIPPINE INFORMAL READING
INVENTORY (PHIL-IRI) and Comprehensive Rapid Literacy Assessment (CRLA)**

To: Chiefs, CID, and SGOD
Heads of Public Elementary and Secondary Schools
All Others Concerned

1. This Office, through the Curriculum Implementation Division (CID), informs the field of the Reorientation on the Administration of the Philippine Informal Reading Inventory (Phil-IRI). **The activity is scheduled for July 5, 2025, from 8:00 to 5:00 P.M. at the Reynas The Haven and Gardens.**
2. The undertaking aims to:
 - a. reorient the School Reading Coordinators on the administration, reporting, monitoring, and evaluation mechanics of Phil-IRI and CRLA;
 - b. draw out from the participants pertinent and substantial issues relative to the conduct that necessitate prompt action; and
 - c. develop mechanisms for Phil-IRI and CRLA administration.
3. The participants in this activity are the **School Reading Coordinators** — one (1) from each school.
4. Relative to this, teachers attending the said activity shall be granted Service Credits while Compensatory Time-Off (CTO) for the non-teaching pursuant to the guidelines specified in DepEd Order No. 53, s. 2003 (Updated Guidelines on the Grant of Vacation Service Credits of Teachers) and per CSC-DBM Joint Circular No. 2, s. 2004 (Non-Monetary Remuneration for Overtime Services) whichever is appropriate and applicable.
5. Travel expenses incurred in the conduct of this activity shall be charged against School MOOE, subject to existing accounting and auditing rules and regulations.



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6. Immediate dissemination and compliance with this Memorandum are desired.

For the SDS:

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OIC, Assistant Schools Division Superintendent