



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

DIVISION MEMORANDUM

NO. 302, S. 2025

TO : Assistant Schools Division Superintendent
Chiefs Education Supervisors
Education Program Supervisors
Public School Districts Supervisors
Heads, Public Elementary/ Secondary and Senior High Schools
All Others Concerned

FROM : **MARGARITO A. CADAYONA, JR., PhD, CESO VI**
OIC- Schools Division Superintendent
Office of the Schools Division Superintendent

For the OIC-Schools Division Superintendent:

RENATO S. CAGOMOC EdD, DM
Chief Education Supervisor, CID
Office-In-Charge



SUBJECT : **ORIENTATION OF SCHOOL HEADS ON THE CRLA, Phil-IRI, and RMA ADMINISTRATION**

DATE : July 3, 2025

1. With the information from the Central Office on the fielding out of the ARAL Program implementation and the mandate from the region Re RM 726, s. 2025- Reading Inventory, this office through the Curriculum Implementation Division, hereby informs the field of the conduct of an orientation to all school heads, school reading and numeracy coordinators. To wit:

| Date | District | Venue |
|--|-------------------|-----------------|
| July 14, 2025, morning (School Head and Reading Coordinator) | Calbayog 1,2 &3 | Conference Hall |
| July 14, 2025, afternoon (School Head and Numeracy Coordinator) | Calbayog 4,5 &6 | Conference Hall |
| July 15, 2025, morning (School Head and Reading Coordinator) | Tinambacan 1,2 &3 | Conference Hall |
| July 15, 2025, afternoon (School Head and Numeracy Coordinator) | Oquendo 1,2 &3 | Conference Hall |



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2. This activity is set in order to achieve the following objectives:

- 2.1 equip school heads on the process administering CRLA, Phil-IRI and RMA;
and
- 2.2 identify possible challenges and concerns on the process administering CRLA, Phil-IRI and RMA.

3. Division Literacy and Numeracy Team and all those in-charge must do all necessary preparations for the conduct of activity. This memorandum will serve as **Travel Authority** of the participants.

4. Expenses that may be incurred in the conduct of the aforementioned activities may be charged against MOOE and/or school or local funds, subject to the applicable accounting and auditing rules and regulations.

5. Immediate dissemination of and compliance with this Memorandum are desired.



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