



March 18, 2019

**REGIONAL MEMORANDUM**

No. 126, s. 2019

**SUBMISSION OF ISO-RELATED DATA TO CURRICULUM AND LEARNING MANAGEMENT  
DIVISION (CLMD)**

**To: Schools Division Superintendents**  
This Region

1. In the full implementation of ISO at the regional office, the Curriculum and Learning Management Division (CLMD) shall gather data from SDOs through the Curriculum Implementation Division (CID) using the enclosed template.
2. The details on how to accomplish every section of the template are as follows:

| Section                                                                                                                                                                                         | Details                                                                                                                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A. General Information                                                                                                                                                                          | This shall be accomplished by focal person/learning area/program coordinator. Only Indicate the data specific to area/program you handle.                                                                                                                     |
| B. Data on National Achievement Test per key stage per learning area                                                                                                                            | In this section, you need NOT to indicate the MPS and least-learned competencies columns. Only accomplished the intervention columns depending on what the SDOs are working related to improving the NAT based on the previous performance.                   |
| C. Data on quarterly assessment per key stage per learning area                                                                                                                                 | This section has to be accomplished per quarter, in this case 4 <sup>th</sup> quarter only. Division focal persons shall gather data from schools, and only reflect after consolidation the three common least mastered competencies on your division report. |
| D. Trainings conducted per key stage per learning area                                                                                                                                          | Reflect trainings you initiated in the division, starting 2018 to present, if they are about curriculum management, learning delivery, learning resources and assessment of learning outcomes. <b><i>Please use additional sheets if necessary</i></b>        |
| E. Issues, Concerns and Challenges per key stage per key learning area                                                                                                                          | Reflect issues, concerns and challenges that require technical assistance from the regional office.                                                                                                                                                           |
| <b>Note: Reports submitted to the regional office should be signed as required in the templates. Send scanned copies only. Hard copies shall be kept by focal persons/program coordinators.</b> |                                                                                                                                                                                                                                                               |

Republic of the Philippines  
Department of Education  
**CARAGA REGION**  
J. Rosales Avenue, Butuan City,  
Agusan del Norte, Philippines, 8600



3. Each division focal person/program coordinator shall submit report to the regional focal person/program coordinator, and CID chiefs shall submit consolidated reports to the CLMD chief through [clmdcaraga@gmail.com](mailto:clmdcaraga@gmail.com) on or before **March 26, 2019**.
4. Immediate dissemination of this **Memorandum** to all concerned is highly desired.

  
**FRANCIS CESAR B. BRINGAS**  
OIC – Regional Director

Encls: as stated  
Reference: CLMD-ISO Processes  
To be indicated in the PERPETUAL INDEX under the following subjects:  
**DATA GATHERING      ISO      K to 12 PROGRAM**



### A. General Information

Learning Area: \_\_\_\_\_

Education Program Supervisor: \_\_\_\_\_

[illegible]

# Enclosure No. 1 Data Gathering Template

| Key Stage     | NAT<br>MPS | Least-learned<br>Competencies<br>(Write the complete<br>competency as stated<br>in the CG, including the<br>code) | Interventions ( Indicate the title/topic of each Least-learned specific intervention) |                       |                                                |                                                          |                           |
|---------------|------------|-------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------|------------------------------------------------|----------------------------------------------------------|---------------------------|
|               |            |                                                                                                                   | Action<br>Researches<br>Conducted                                                     | Strategies/Approaches | Best Practices<br>(Adopted by the<br>division) | Consolidated list of<br>developed,<br>contextualized LRs | LAC Sessions<br>Conducted |
| Grades 4 to 6 |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
| Grades 7-10   |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
| Grades 11-12  |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |
|               |            |                                                                                                                   |                                                                                       |                       |                                                |                                                          |                           |

*Note: You may use additional sheets when necessary.*

# Enclosure No. 1 Data Gathering Template

## C. Data on Quarterly Assessment per Key Stage Per Learning Area

| Key Stage     | Quarterly Assessment MPS (SY 2018-2019) | Least-learned Competencies (Write the complete competency as stated in the CG, including the LC) | Interventions ( Indicate the title/topic of each Least-learned specific intervention) |                       |                                          |                                                    |
|---------------|-----------------------------------------|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------|------------------------------------------|----------------------------------------------------|
|               |                                         |                                                                                                  | Action Researches Conducted                                                           | Strategies/Approaches | Best Practices (Adopted by the division) | Consolidated list of developed, contextualized LRs |
| K to 3        | Quarter 4                               |                                                                                                  |                                                                                       |                       |                                          | LAC Sessions Conducted                             |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
| Grades 4 to 6 | Quarter 4                               |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
| Grades 7-10   | Quarter 4                               |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
| Grades 11-12  | Quarter 4                               |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |
|               |                                         |                                                                                                  |                                                                                       |                       |                                          |                                                    |



**Enclosure No. 1 Data Gathering Template**  
**D. Trainings conducted Per Key Stage per Learning Area**

| Key Stage       | Curriculum Management |                |                     | Learning Resource, Material Management and Development |                |                     | Assessment of Learning Outcomes |                |                     | Learning Delivery     |                |                     |
|-----------------|-----------------------|----------------|---------------------|--------------------------------------------------------|----------------|---------------------|---------------------------------|----------------|---------------------|-----------------------|----------------|---------------------|
|                 | Title of the Training | Date Conducted | No. of Participants | Title of the Training                                  | Date Conducted | No. of Participants | Title of the Training           | Date Conducted | No. of Participants | Title of the Training | Date Conducted | No. of Participants |
| K to 3          |                       |                |                     |                                                        |                |                     |                                 |                |                     |                       |                |                     |
| Grades 4 to 6   |                       |                |                     |                                                        |                |                     |                                 |                |                     |                       |                |                     |
| Grades 7 to 10  |                       |                |                     |                                                        |                |                     |                                 |                |                     |                       |                |                     |
| Grades 11 to 12 |                       |                |                     |                                                        |                |                     |                                 |                |                     |                       |                |                     |

*Note: You may use additional sheets when necessary*

Enclosure No. 1 Data Gathering Template

E. Issues, Concerns, and Challenges Per Key Stage per Learning Area

| Key Stage       | Curriculum Management | Learning Resource, Material Management and Development | Assessment of Learning Outcomes | Learning Delivery |
|-----------------|-----------------------|--------------------------------------------------------|---------------------------------|-------------------|
| K to 3          |                       |                                                        |                                 |                   |
| Grades 4 to 6   |                       |                                                        |                                 |                   |
| Grades 7 to 10  |                       |                                                        |                                 |                   |
| Grades 11 to 12 |                       |                                                        |                                 |                   |

Note: You may use additional sheets when necessary.

**Enclosure No. 1 Data Gathering Template**

Prepared by: Signature above Printed Name (Learning Area Supervisor/Focal Person)

Verified by: Signature above Printed Name (CID Chief)

Noted by: (SDS)