



Republic of the Philippines
Department of Education
CARAGA REGION



JUN 04 2026

REGIONAL MEMORANDUM
No. **0528**, s. 2026

To: Schools Division Superintendents
Division MEP Coordinators
School Heads of ALIVE Implementing Schools
All Others Concerned

REGION-WIDE ADMINISTRATION OF THE ARABIC LANGUAGE LITERACY
ASSESSMENT FOR KEY STAGE 1 ALIVE LEARNERS, OPENING BLOCK,
FIRST TERM, SCHOOL YEAR 2026-2027

1. **Activity.** Following the successful pilot implementation of the Arabic Language Literacy Assessment Tools in the Schools Divisions of Agusan del Sur and Surigao City during School Year 2026-2027, the Department of Education – Caraga Region, through the Curriculum and Learning Management Division (CLMD), shall conduct the region-wide (census) administration of the Arabic Language Literacy Assessment for all Key Stage 1 (Grades 1-3) learners enrolled in the Arabic Language and Islamic Values Education (ALIVE) Program across all Madrasah Education Program (MEP)-implementing schools.

The assessment shall be administered during the Opening Block of the First Term of School Year 2026-2027. The assessment tools to be utilized are the **Basic Reading Assessment – Panimula sa Pagkatuto (EGRA)** for Grades 1-3 and the **Functional Literacy Assessment Tool (FLAT) in Arabic Language – Al-Bidayah (The Beginning of Learning)**, which were developed by the Schools Divisions of Bislig City and Tandag City, respectively.

The administration of the assessment shall be carried out through a school-based modality under the supervision and coordination of the Division Madrasah Education Program Coordinators (DMEPCs) in each implementing Schools Division Office (SDO).

2. **Objectives.** The administration of the Arabic Language Literacy Assessment aims to:

- a. establish region-wide baseline data on the Arabic literacy proficiency levels of Key Stage 1 ALIVE learners at the opening of the school year;
- b. inform instructional decisions, targeted interventions, and program improvement efforts across all MEP-implementing SDOs in the Caraga Region;
- c. ensure the systematic, uniform, and standardized implementation of the Arabic Language Literacy Assessment across all MEP-implementing SDOs; and
- d. build and reinforce the capacity of DMEPCs and designated assessors to administer the assessment tools with fidelity, accuracy, and integrity.

3. **Assessment Tools and Accessibility.** The assessment tools — namely, the Basic Reading Assessment Tool (Learner's Booklet, Teacher's Booklet, and Scoring Sheets) for Grades 1, 2, and 3, and the Functional Literacy Assessment Tool (FLAT) in Arabic Language — Al-Bidayah (The Beginning of Learning) Teacher's Manual and Learner's Booklet — shall be made accessible **exclusively** to the Division Madrasah Education Program Coordinators (DMEPCs) through a **designated Microsoft (MS) Teams drive**. The DMEPCs shall take full charge of the printing, orientation of assessors, and supervision of the conduct of the assessment within their respective divisions. The cost of printing and reproduction of assessment materials shall be charged against the **Program Support Funds (PSF)** downloaded to the respective SDOs, subject to standard government accounting and auditing rules and regulations.

4. **Orientation of DMEPCs and Designated Assessors.** To ensure proper and standardized administration of the assessment tools, a **Virtual Orientation on the General Guidelines on the Administration of Arabic Language Literacy Assessments** for all DMEPCs and their identified assessors per grade level shall be conducted as follows:

Date: Tuesday, June 3, 2026

Time: 9:00 a.m. onwards

Platform: Microsoft (MS) Teams

The orientation shall cover assessment administration procedures, scoring and data recording protocols, standardized timing and marking conventions as specified in the Teacher's Booklets, ethical considerations in assessment implementation, and data submission guidelines. The MS Teams meeting link shall be forwarded by the Regional Madrasah Education Program Coordinator (RMEPC) to all DMEPCs **at least one (1) hour before** the scheduled meeting. DMEPCs are directed to ensure the attendance of all their designated assessors during the said orientation.

To standardize the assessment procedure and ensure consistency of results across all grade levels, **there shall be only one (1) designated assessor per grade level** in each implementing school. DMEPCs shall identify and endorse the designated assessors for each grade level prior to the orientation.

5. **Assessment Integrity Measures.** In keeping with the Department of Education's policies on the conduct of assessments, particularly the principles of fairness, objectivity, and confidentiality as embodied in **DepEd Order No. 8, s. 2015** (Policy Guidelines on Classroom Assessment for the K to 12 Basic Education Program) and other related issuances, the following integrity measures shall be strictly observed in the conduct of the assessment:

- a. **Assessor-Learner Assignment** — Designated assessors shall not assess learners from their own class to prevent bias and ensure objectivity in the assessment process;

- b. **Confidentiality of Assessment Materials** — Access to the assessment tools shall be strictly limited to DMEPCs and designated assessors. Unauthorized reproduction, sharing, or distribution of the materials outside of authorized channels is strictly prohibited;
 - c. **Prohibition on Coaching** — Assessors shall not provide answers, hints, or any form of assistance to learners during the assessment proper. Administration shall strictly follow the scripted instructions in the Teacher's Booklets;
 - d. **Accurate and Honest Recording** — All learner responses shall be recorded exactly as observed, without alteration or misrepresentation. Completed scoring sheets shall be submitted intact to the DMEPC; and
 - e. **Monitoring and Spot-Checking** — DMEPCs or their duly authorized representatives shall conduct spot-checks during the administration of the assessment to ensure strict adherence to prescribed procedures. Any observed irregularity shall be documented and reported immediately to the Regional Madrasah Education Program Coordinator (RMEPC) for appropriate action.
6. **Target Participants.** The target participants of this activity are: (1) all Key Stage 1 ALIVE learners (Grades 1, 2, and 3) enrolled in MEP-implementing schools under all MEP-implementing SDOs in the Caraga Region; and (2) DMEPCs and their designated assessors (one per grade level per school) in all MEP-implementing schools who shall be trained and oriented to administer the assessment.
7. **Contact Information.** For coordination, technical assistance, and further information regarding the implementation of this Memorandum, all SDOs may contact:

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Curriculum and Learning Management Division

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8. For immediate and wide dissemination to all concerned offices and ALIVE implementing schools.

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Date:
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MARIA INES C. ASUNCION
Director IV
Regional Director

CLMD/rjy
06/01/2026