



Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

CID-2025- 0507

To : Asst. Schools Division Superintendent  
Chief Curriculum Implementation Division  
Public Schools District Supervisors  
Education Program Supervisors  
All Elementary School Heads  
All Secondary School Heads

Subject : **UTILIZATION OF UNIFIED TABLE OF SPECIFICATIONS**

Date : August 26, 2025

Pursuant to Regional Memorandum CLMD-2025-455, titled 'Reiteration on the Utilization of the Unified Table of Specifications (UTOS),' this Office hereby informs all concerned personnel of the following directives:

- Mandatory utilization of the Unified Table of Specifications (UTOS);
- Quarterly submission of reports on proficiency levels and least-mastered competencies; and
- Accomplishment of the feedback survey on issues and concerns regarding the utilization of UTOS through this link: <https://tinyurl.com/RXIUTOSFeedback>, which will be accessible from August 20 to 31, 2025.

For further details, please refer to the attached memorandum.

For your information and compliance,

  
**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent

**RELEASED**

**AUG 27 2025**

RECORDS SECTION SDO PANABO CITY  
BY 

Enclosed: As stated  
CID/jey/ jbv



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Republic of the Philippines  
Department of Education  
DAVAO REGION

August 20, 2025

REGIONAL MEMORANDUM  
CLMD-2025-455

REITERATION ON THE UTILIZATION OF UNIFIED TABLE OF SPECIFICATION

To: Schools Division Superintendents  
Chief Education Supervisor, CLMD

1. This Office through the Curriculum and Learning Management Division (CLMD) reiterates the utilization of the Unified Table of Specification (UTOS) across all quarters in all Key Stages as provided in RM-CLMD-2022-383 (Submission of Quarterly Proficiency Level Performance of Learners in all Grade Levels Following the Regional Assessment Process (RAP)). The UTOS functions as a systematic framework for constructing assessments, facilitating the allocation of test items across various subject matter and cognitive domains.
2. Schools Divisions and schools are granted the autonomy to designate qualified personnel as test developers and evaluators, thereby fostering localized assessment practices. In this context, teachers are entrusted with the responsibility to uphold the integrity and confidentiality of test items, ensuring that assessments remain valid, secure, and aligned with curriculum standards.
3. Quarterly Proficiency Level and Least Mastered Competencies of learners must be reported to the Region as basis for curriculum enhancement. Schedule of submission is provided in RM-CLMD-2025-366 (Reiteration of the Policy on Provision of Intervention to Learners).
4. Further, this Office will gather issues and concerns in the utilization of UTOS through a survey. The responses will serve as critical input for shaping future interventions aimed at enhancing student proficiency and refining instructional practices among educators.
5. The survey can be accessed through <https://tinyurl.com/RXIUTOSFeedback> and QR Code open to Education Program Supervisors, Public Schools District Supervisors, School Heads, and Teachers from August 20-31, 2025.



6. Immediate dissemination of this Memorandum is desired.

DEPARTMENT OF EDUCATION  
RECORDS SECTION  
**RELEASED**

Encl.: As stated.  
ROC11/jmp

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**REBONFAMIL R. BAGUIO**  
Director III  
Officer-in-Charge  
Office of the Regional Director



Republic of the Philippines  
Department of Education  
DAVAO REGION

July 7, 2025

REGIONAL MEMORANDUM  
CLMD-2025-366

REITERATION OF THE POLICY ON PROVISION OF INTERVENTION TO LEARNERS

To: Assistant Regional Director  
Schools Division Superintendents  
Chief Education Supervisor, CLMD

1. To immediately address learning gaps, this Office reiterates the Policy on the Provision of Intervention to Learners as stipulated in DepEd Order 8, s. 2015 Policy Guidelines on Classroom Assessment for the K to 12 Basic Education Program.

2. The Order provides that when a learner's raw scores are consistently below expectations in Written Work and Performance Tasks, the parents or guardians must be informed not later than the **fifth week of that quarter**. This will enable them to help and guide the learners to improve and prepare for the Quarterly Assessment. A learner who receives a grade below 75 in any subject in quarter must be given intervention through remediation and extra lessons from the teacher/s of the subject.

3. The beginning and end of each quarter for SY 2025-2026 are hereby extracted as per DO 012, s. 2025 Multi-Year Implementing Guidelines on the School Calendar and Activities.

Quarter	Beginning of Quarter	End of Quarter
Quarter 1	June 16, 2025	August 22, 2025
Quarter 2	August 26, 2025	October 24, 2025
Quarter 3	November 3, 2025	January 23, 2026
Quarter 4	January 26, 2026	March 31, 2026

4. The schedules and timeline of assessment and intervention found in the enclosures shall be observed.

5. Immediate dissemination of this Memorandum is desired.

RECORDS SECTION  
RELEASED  
BY: *[Signature]* Dated: *July 14, 2025*  
2025

ALLAN G. FARNAZO  
Director *IV/187*





Republic of the Philippines  
Department of Education  
DAVAO REGION

Enclosure 1. *Schedules of Notification of Parents whose Children Need Intervention, Intervention Period, Quarterly Exam, Parent Teacher Conference and Distribution of Report Cards and Submission of Proficiency Level Report*

Quarter	Notification of Parents whose Children Need Intervention	Intervention Period (2 weeks)	Conduct of Quarterly Exam	Parent Teacher Conference and Distribution of Report Cards	Submission of Proficiency Level Report to Regional Office
Quarter 1	July 14-18, 2025	July 14-25, 2025	August 20 & 22, 2025	August 30, 2025	September 12, 2025
Quarter 2	September 22-25, 2025	September 22-October 3, 2025	October 23-24, 2025	November 8, 2025	November 21, 2025
Quarter 3	December 1-5, 2025	December 1-December 12, 2025	January 22-23, 2026	January 31, 2026	February 13, 2026
Quarter 4	February 23-27, 2026	February 23-March 6, 2026	March 19-20, 2026	April 1, 2026	April 17, 2026



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Enclosure 2. Timeline of Assessment and Intervention

### Timeline of Assessment and Intervention

