



Republic of the Philippines  
**Department of Education**

Region 1

**SCHOOLS DIVISION OF CITY OF SAN FERNANDO (LA UNION)**

**DIVISION MEMORANDUM**

JAN 09 2025

DM No. 27, s. 2025

TO: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Education Program Supervisors in charge of Filipino and English  
 All Public Elementary and Secondary School Principals/Heads  
 School Reading Coordinators

FROM: **OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

SUBJECT: **ONLINE ORIENTATION ON THE ADMINISTRATION OF PHILIPPINE INFORMAL READING INVENTORY (PHIL-IRI) FOR KEY STAGES 2 AND 3.**

Date: January 8, 2025

**PARTICULARS**

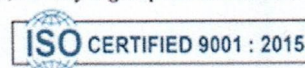
1. The Schools Division Office-City of San Fernando, La Union through the Curriculum Implementation Division, shall conduct an Online Orientation on the Administration of the Philippine Informal Reading Inventory (Phil-Iri) for Key Stages 2 and 3 on January 9, 2025, at 2:00-4:00 PM via google meet link (meet.google.com/yvw-xeeg-mqa Dial-in: (US) +1 314-474-2140 PIN: 351 774 510#).
2. The activity aims to equip educators with the necessary skills and knowledge to effectively administer the Philippine Informal Reading Inventory (Phil-Iri) in their respective schools.
3. Anent this, the School Principals/Heads and School Reading Coordinators are requested to attend the said activity.
4. Participants in this activity shall adhere to DepEd Order No.9, s. 2009 on Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith and strict compliance with other existing DepEd rules and guidelines.



Address : Tanqui, City of San Fernando  
 2500 La Union  
 Tel. No. : (072) 607-4715  
 Email : sanfernando.city1@deped.gov.ph

*"Sa Matatag na Panuntunan, Serbisyong Tapat Maaasahan"*

Document Code: \_\_\_\_\_  
 Reference No. : \_\_\_\_\_





Republic of the Philippines  
Department of Education

Region 1

SCHOOLS DIVISION OF CITY OF SAN FERNANDO (LA UNION)

- 5. Attached is the Schedule of Phil-IRI Administration, Forms to be accomplished, and General Directions for the Administration of Phil-IRI Junior High School.
- 6. Immediate dissemination of this Memorandum is desired.

*[Signature]*  
**SHEILA MARIE A. PRIMICIAS, EdD, CESO VI**  
 Schools Division Superintendent

*[Signature]*      *[Signature]*      *[Signature]*



"Sa Matatag na Panuntunan, Serbisyong Tapat Maasahan"

Document Code: \_\_\_\_\_  
Reference No. : \_\_\_\_\_





Republic of the Philippines  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**Enclosure 1**

**Schedule of Phil-IRI Administration  
 SY 2024-2025**

	Filipino and English (Grade 4 to 6)		Filipino and English (Grade 7 to 10)	
	<b>Pretest</b>	<b>Posttest</b>	<b>Pretest</b>	<b>Posttest</b>
Phil-IRI Group Screening Test (GST)	August 2024		November 2024	
Individualized Phil-IRI Assessment <i>(only for learners who did not pass the GST)</i>	September 2024	May 2025	December 2024	March to April 2025

Schedule of uploading of data in the Phil-IRI School Submission form through this link: [https://bit.ly/Phil-IRI\\_SchoolSubmission](https://bit.ly/Phil-IRI_SchoolSubmission) for Grade 4 to 10 is stated below.

<b>Pretest</b>	<b>Posttest</b>
December 2024 to January 2025	May 2025



Republic of the Philippines  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**Enclosure 2**

**Forms to be Accomplished**

**A. Grades 4 to 6 (Refer to Phil-IRI Manual 2018)**

<b>Forms</b>	<b>Description</b>	<b>Person assigned to accomplish</b>
<b>1A (Filipino)</b>	Talaan ng Pangkatang Pagtatasa ng Klase (TPPK) page 628	Subject Teacher
<b>1B (English)</b>	Screening Test Class Reading Record (STCRR) page 630	Subject Teacher
<b>2</b>	Talaan ng Paaralan sa Pagbabasa (TPP) / School Reading Profile (SRP) page 632	School Head/School Reading Coordinator
<b>3A</b>	Markahang Papel ng Panggradong Lebel na Teksto Panimulang Pagtatasa sa Filipino pages 634-635	Subject Teacher/Master Teacher/Test Administrator
<b>3B</b>	Grade Level Passage Rating Sheet pages 638-639	Subject Teacher/Master Teacher/Test Administrator
<b>4</b>	Individual Summary Record (ISR) Talaan ng Indibidwal na Pagbabasa (TIP) pages 642-643	Subject Teacher/Master Teacher/Test Administrator
<b>5</b>	School Summary Report on the Learners' Reading Level (Refer to the template in Enclosure 2.1)	School Head/School Reading Coordinator



Republic of the Philippines

**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**B. Grades 7 to 10** - Refer to the Forms in this link:

<https://tinyurl.com/PhilIRIJHSmaterials>

<b>Forms</b>	<b>Description</b>	<b>Person assigned to accomplish</b>
<b>1A (Filipino)</b>	Talaan ng Pangkatang Pagtataasa ng Klase (TPPK)	Subject Teacher
<b>1B (English)</b>	Screening Test Class Reading Record (STCRR)	Subject Teacher
<b>2</b>	Talaan ng Paaralan sa Pagbabasa (TPP) / School Reading Profile (SRP)	School Head/School Reading Coordinator
<b>3A</b>	Markahang Papel ng Panggradong Lebel na Teksto Panimulang Pagtataasa sa Filipino pages	Subject Teacher/Master Teacher
<b>3B</b>	Grade Level Passage Rating Sheet	Subject Teacher/Master Teacher
<b>4</b>	Individual Summary Record (ISR) Talaan ng Indibidwal na Pagbabasa (TIP)	Subject Teacher/Master Teacher
<b>5</b>	School Summary Report on the Learners' Reading Level	School Head/School Reading Coordinator

5



Republic of the Philippines  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**Enclosure 3**

**General Directions for Administration of Phil-IRI for Junior High School**

**A. The Four Stages**

There are four stages in the administration of the Phil-IRI namely:

Stage 1: Initial Screening Using the Phil-IRI Group Screening Test

Stage 2: Administration of the Phil-IRI Graded Passages/Individualized Assessment (Pretest)

Stage 3: Provision of Specialized Instruction/Intervention

Stage 4: Administration of the Phil-IRI Graded Passages/Individualized Assessment (Posttest)

**STAGE 1: Initial Screening Using the Phil-IRI Group Screening Test**

For SY 2024-2025, the Phil-IRI for JHS Group Screening Test (GST) in English and Filipino shall be administered to all Grade 7 to 10 learners in November, and at the first 2 months of the school year in the succeeding school years. It is a **40-item multiple choice test** that the test takers must accomplish within **60 minutes**. This should be administered during class time. Each learner must have completed 2 tests (one (1) in English; one (1) in Filipino).

Upon completion of the administration of the GST, the Class Reading Reports are submitted to the School Head. These contain a summary of the learners who performed equal or above and below the cut-off score. Refer to Form 1A: Talaan ng Pangkatang Pagtatasa ng Klase (PPK) sa Phil-IRI for Filipino or Form 1B: Class Reading Report (CRR) for English.

The school head/school reading coordinator should accomplish Form 2 – School Reading Profile. Learners who garner a Raw Score that is **equal to or greater than 28** need not undergo further testing. The first stage is done for these learners.

**STAGE 2: Administration of the Phil-IRI Graded Passages (Pretest)**

Learners who garner a Raw Score that is **lower than 28** need to undergo further assessment, as this may be an indication that the learner is experiencing difficulty reading at-level text. It is thus necessary to conduct individualized assessment in order to further describe the learner's reading performance.

The learners will be assessed using the Phil-IRI Graded Passages in Filipino and in English. Note that it is possible for a learner to undergo the Phil-IRI Graded Passages in one or both languages.

6



Republic of the Philippines  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**Step 1: Determine the Starting Point of Graded Passages.**

The first passage that the learner should be asked to read aloud must depend on his/her raw score in the GST.

- a. If the learner's raw score in the **GST is 0-15**, he/she must be given a passage that is 3 grade levels below his current grade level.
- b. If the learner's raw score in the **GST is 16-27**, he/she must be given a passage that is 2 grade levels below his current grade level.

To illustrate, if Sandro, a 7th grader, garnered a Raw Score of 14/40 in the Filipino GST, the first selection that he must be asked to read should be at 4th grade level. Once the first selection to be read has been identified, the test administrator is ready for Step 2.

**Step 2: Compute Scores in Word Reading and Comprehension**

For each passage, compute scores in Word Reading and Comprehension to identify learner's Reading Levels (pages 21-29 details the procedures for computing the Word Reading and Comprehension scores). Using these graded passages, the test administrator must find the learner's **independent, instructional and frustration levels**. Awareness of a learner's reading levels can help the teacher identify materials that are suitable for developing the learner's reading skills.

To illustrate, if Sandro's reading level after administering the 4<sup>th</sup> grade passage is independent or instructional, give him another graded passage that is one grade level higher. If his reading level is frustration, give him a graded passage that is one grade level lower. Continue giving a graded passage until his independent, instructional and frustration levels are determined.

**Sandro's Profile**

Grade Level: Grade 7  
 GST Score: 14/40  
 Starting Point for the Graded Passage: Grade 4

**Sandro's Reading Level**

*Illustration 1*

Grade 4 (Starting Point)	Grade 5	Grade 6
Independent	Instructional	Frustration

*Illustration 2*

Grade 4 (Starting Point)	Grade 5	Grade 3
Instructional	Frustration	Independent

7



Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

After administering each graded passage, fill-out Form 3 (attached in the graded passage), Form 4 and Form 5 (Pretest).  
 Then proceed to stage 3.

**STAGE 3: Provision of Specialized Instruction/Reading Intervention**

Once all the data describing the learner’s reading performance has been gathered, the teacher may use this information to design an intervention program (i.e. remedial reading program) or adjust classroom instruction.

**STAGE 4: Administration of the Phil-IRI Graded Passages (Posttest)**

After receiving specialized instruction, the learners will be re-assessed using the Phil-IRI Posttest for the grade level two (2) months before the end of school year. Using the graded passages, the test administrator must again identify the learner’s independent, instructional and frustration levels. The posttest results may be compared with the pretest results. Note that only those learners who took the pretest (individualized assessment) will be given the posttest.

To illustrate, if Sandro’s reading level after administering the 7<sup>th</sup> grade passage is independent or instructional, give him another graded passage that is one grade level higher. If his reading level is frustration, give him a graded passage that is one grade level lower. Continue giving a graded passage until his independent and/or instructional and frustration levels are determined.

**Sandro’s Profile**

Grade Level: Grade 7

**Sandro’s Reading Level**

*Illustration 1*

Grade 7	Grade 8	Grade 9
Independent	Instructional	Frustration

*Illustration 2*

Grade 7	Grade 6
Frustration	Instructional

*Illustration 3*

Grade 7	Grade 8	Grade 6
Instructional	Frustration	Independent

Fill-out form 5 (Posttest).

8



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
 Direct Line: (632) 8633-7202/8687-4146 E-mail: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)



DepEd Philippines



@depedphilippines



@DepEd\_PH



www.deped.gov.ph



Republic of the Philippines

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

### School Data needed in the Phil-IRI Submission Link

#### Pretest

1. Region
2. Division
3. School
4. Name of School Head/School Reading Coordinator
5. Data per grade level
  - a. Enrolment (BoSY)
  - b. Number of Learners who took the GST
  - c. Number of Learners who passed the GST
    1. Grades 4-6 – Score of 14 to 20
    2. Grades 7-10 – Score of 28 to 40
  - d. Number of Learners who took the individualized assessment
    1. Grades 4-6
      - 1.1 Number of Learners who got a Score of 8 to 13
      - 1.2 Number of Learners who got a Score of 0 to 7
    2. Grades 7-10
      - 2.1 Number of Learners who got a Score of 16 to 27
      - 2.2 Number of Learners who got a Score of 0 to 15
  - e. Reading Level of the Learners who took the individualized assessment
    - a. Starting Point (2 levels below the grade level)
 

Number of Learners: \_\_\_\_\_ Independent  
 \_\_\_\_\_ Instructional  
 \_\_\_\_\_ Frustration
    - b. Starting Point (3 levels below the grade level)
 

Number of Learners: \_\_\_\_\_ Independent  
 \_\_\_\_\_ Instructional  
 \_\_\_\_\_ Frustration

9



Republic of the Philippines  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**Posttest**

1. Region
2. Division
3. School
4. Name of School Head/School Reading Coordinator
5. Data per grade level
  - a. Enrolment (EoS)
  - b. Number of Posttest Takers
  - c. Reading Level of the Learners
 

Number of Learners: \_\_\_\_\_ Independent  
 \_\_\_\_\_ Instructional  
 \_\_\_\_\_ Frustration

**Note:** The listening comprehension test (graded passages) should be administered to the identified learners in the frustration level at the starting point in the word reading to determine their comprehension level, as well.

10

**Enclosure 2.1**

**Form 5**

**Philippine Informal Reading Inventory (Phil-IRI)  
School Summary Report on the Learners' Reading Level  
Grade 4 to 6  
Pretest**

**Region:**  
**Division:**  
**School Name:**  
**School ID:**  
**Name of School Head:**

English

Grade Level	Enrolment (BoSY)	No. of GST Takers	No. of GST Passers	No. of Graded Passages Takers	2 Grade levels below (Number of Learners)			3 grade levels below (Number of Learners)		
					Independent	Instructional	Frustration	Independent	Instructional	Frustration
4										
5										
6										
<b>Total</b>										

Prepared by \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
School Head

**Philippine Informal Reading Inventory (Phil-IRI)  
School Summary Report on the Learners' Reading Level  
Grade 4 to 6  
Pretest**

**Region:**  
**Division:**  
**School Name:**  
**School ID:**  
**Name of School Head:**

Filipino

Grade Level	Enrollment (BoSY)	No. of GST Takers	No. of GST Passers	No. of Graded Passages Takers	2 Grade levels below (Number of Learners)			3 grade levels below (Number of Learners)		
					Independent	Instructional	Frustration	Independent	Instructional	Frustration
4										
5										
6										
<b>Total</b>										

Prepared by \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
School Head

**Philippine Informal Reading Inventory (Phil-IRI)  
School Summary Report on the Learners' Reading Level  
Grade 4 to 6  
Posttest**

**Region:**  
**Division:**  
**School Name:**  
**School ID:**  
**Name of School Head:**

English

Grade Level	Enrolment (EoSY)	No. of Posttest Takers	Reading Level (Number of Learners)		
			Independent	Instructional	Frustration
4					
5					
6					
<b>Total</b>					

Prepared by \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
School Head

13

**Philippine Informal Reading Inventory (Phil-IRI)  
School Summary Report on the Learners' Reading Level  
Grade 4 to 6  
Posttest**

**Region:**  
**Division:**  
**School Name:**  
**School ID:**  
**Name of School Head:**

Filipino

Grade Level	Enrolment (EoS)	No. of Posttest Takers	Reading Level (Number of Learners)		
			Independent	Instructional	Frustration
4					
5					
6					
<b>Total</b>					

Prepared by \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
School Head

Enclosure 2.1

Form 5

**Philippine Informal Reading Inventory (Phil-IRI)  
School Summary Report on the Learners' Reading Level  
Grade 7 to 10  
Pretest**

**Region:**  
**Division:**  
**School Name:**  
**School ID:**  
**Name of School Head:**

English

Grade Level	Enrollment (BoSY)	No. of GST Takers	No. of GST Passers	No. of Graded Passages Takers	2 Grade levels below (Number of Learners)			3 grade levels below (Number of Learners)		
					Independent	Instructional	Frustration	Independent	Instructional	Frustration
7										
8										
9										
10										
<b>Total</b>										

Prepared by \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
School Head

**Philippine Informal Reading Inventory (Phil-IRI)  
School Summary Report on the Learners' Reading Level  
Grade 7 to 10  
Pretest**

**Region:**  
**Division:**  
**School Name:**  
**School ID:**  
**Name of School Head:**

Filipino

Grade Level	Enrollment (BoSY)	No. of GST Takers	No. of GST Passers	No. of Graded Passages Takers	2 Grade levels below (Number of Learners)			3 grade levels below (Number of Learners)		
					Independent	Instructional	Frustration	Independent	Instructional	Frustration
7										
8										
9										
10										
<b>Total</b>										

Prepared by \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
School Head

**Philippine Informal Reading Inventory (Phil-IRI)  
School Summary Report on the Learners' Reading Level  
Grade 7 to 10  
Posttest**

**Region:**  
**Division:**  
**School Name:**  
**School ID:**  
**Name of School Head:**

English

Grade Level	Enrolment (EoS)	No. of Posttest Takers	Reading Level (Number of Learners)		
			Independent	Instructional	Frustration
7					
8					
9					
10					
<b>Total</b>					

Prepared by \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
School Head

**Philippine Informal Reading Inventory (Phil-IRI)  
School Summary Report on the Learners' Reading Level  
Grade 7 to 10  
Pretest**

**Region:**  
**Division:**  
**School Name:**  
**School ID:**  
**Name of School Head:**

Filipino

Grade Level	Enrolment (EoSsY)	No. of Posttest Takers	Reading Level (Number of Learners)		
			Independent	Instructional	Frustration
7					
8					
9					
10					
<b>Total</b>					

Prepared by \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
School Head