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Republic of the Philippines
Department of Education

Region 1

SCHOOLS DIVISION OF CITY OF SAN FERNANDO (LA UNION)

DIVISION MEMORANDUM

DM No. 160, s. 2025

MAR 18 2025

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

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

SUBJECT: **ADMINISTRATION AND SUBMISSION OF THE
COMPREHENSIVE RAPID LITERACY ASSESSMENT
(CRLA), THE PHILIPPINE INFORMAL READING
INVENTORY (PHIL-IRI), FUNCTIONAL LITERACY
ASSESSMENT TOOL (FLAT) AND LANGUAGE
ENHANCEMENT THROUGH READING ASSESSMENT
(LETRA)**

Date: March 17, 2025

PARTICULARS

1. In reference to **Regional Memorandum 392 s. 2025** on the **Administration of the Comprehensive Rapid Literacy Assessment (CRLA) For Key Stage 1 Learners and The Philippine Informal Reading Inventory (Phil-IRI) for Key Stages 2 And 3 Learners** for The **End-of-School Year 2024-2025**, all schools are advised to administer the said reading assessments.
2. The **CRLA and the Phil-IRI** are scheduled for administration from **March 1 to March 31, 2025**. All concerned are directed to ensure the completeness, quality, and integrity of the data that will be uploaded to the dashboard using the submission links and protocols provided herein.
3. The results will form part of the basis for the development of context-based reading remediation program targeting learners who need the most support. Teachers are requested to record the learner results in the scoresheets provided. School heads shall ensure that the school



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summaries are promptly uploaded to the following submission links not later April 5, 2025:

Assessments	Submission Links
CRLA	https://bit.ly/CRLA_SchoolSubmission
Phil-IRI (Grades 4-6)	https://bit.ly/Phil-IRI_SchoolSubmission
Phil-IRI (Grades 7-10)	https://bit.ly/Phil-IRI_SecondarySchoolSubmission

- Moreover, the administration of FLAT at LETRA as an additional reading assessment tool is encouraged in support for the Learning Recovery and Continuity Plan.
- In view of this, please submit your consolidated reports of the CRLA, Phil-IRI, FLAT and LETRA through the google drive link that will be forwarded to the principal's group chat on or before April 3, 2025.
- For queries and concerns, you may coordinate with the CID through the Education Programs Supervisors regarding the administration and report: Genevieve B. Ugay-CRLA, Rowena R. Abad-Filipino, and Sheila Marie N. Bugayong-English.
- For the information and compliance of all concerned.

SHEILA MARIE A. PRIMICIAS, EdD, CESO VI
Schools Division Superintendent



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