



Republic of the Philippines  
Department of Education  
Region VIII

**SCHOOLS DIVISION OFFICE OF TACLOBAN CITY**

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March 3, 2025

**DIVISION MEMORANDUM**

No. 191 s. 2025

**READING INVENTORY THROUGH THE ADMINISTRATION OF EARLY GRADE  
READING ASSESSMENT (EGRA), COMPREHENSIVE RAPID LITERACY ASSESSEMENT  
(CRLA), AND PHILIPPINE INFORMAL READING INVENTORY POSTTESTS**

**TO: Chief, CURRICULUM IMPLEMENTATION DIVISION  
PUBLIC SCHOOL DISTRICT SUPERVISORS  
DIVISION FIELD TECHNICAL ASSISTANT TEAM  
PUBLIC SCHOOLS HEADS  
ALL CONCERNED**

1. In reference to Regional Memorandum No. 210, s. 2025 titled Conduct of Reading Inventory Through the Administration of Early Grade Reading Assessment (EGRA), Comprehensive Rapid Literacy Assessment (CRLA), and Philippine Informal Reading Inventory Posttests. The division will conduct a simultaneous reading assessment through the administration of EGRA, CRLA, and Phil-IRI in Key Stage 1 and Key Stage 2. This aims to monitor the reading performance of the learners and the efficiency of reading intervention that has been conducted by the teachers. The conduct of reading assessment will be on March 17-21, 2025.
2. The Public Schools District Supervisors shall submit names of teachers who will be assigned in other schools within the district to administer the assessment. The test administrator must have handled the same grade level to make sure protocol and test mechanics are clearly observed. Reporting of the test results must be done on a daily basis. The division reading focal will provide the link for reporting before the schedule of the assessment. PSDSs are expected to manage the smooth conduct of the activity in another district while the school heads shall stay in their own school to manage the activity.
3. The teachers handling the grade level in the same schools must prepare all assessment materials in EGRA, CRLA, and Phil-IRI before the assessment schedule. School heads must assist the production and ensure the completeness of the assessment tools.



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4. To ensure the proper test administration, the reading focal for EGRA, CRLA, and Phil-IRI with the Division Field Technical Assistant Team per district shall join the monitors from the region in monitoring the activity.
5. To ensure the smooth conduct of the activity, there shall be a planning meeting with the Public Schools District Supervisor, Division Field Technical Assistant Team, and Division Reading Focal on March 5, 2025, at 9:00 am at the Conference Hall, Schools Division of Tacloban City.
6. All expenses incurred in the activity shall be chargeable against school/division MOOE and local fund, subject to the existing accounting and auditing rules and regulations.
7. Immediate dissemination and compliance with this memorandum are desired.

*Sherlita A. Palma*  
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} OIC-Schools Division Superintendent

