



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

12 October 2026

DIVISION MEMORANDUM

No. 403, s 2026

ACCOMPLISHMENT OF INDIVIDUAL READING/MATH INTERVENTION PLAN (IRIP) AND UPLOADING OF WEEKLY CHECK-IN PROGRESS REPORT FOR THE ACADEMIC RECOVERY AND ACCESSIBLE LEARNING (ARAL) PROGRAM

TO: Assistant Schools Division Superintendent
Curriculum Implementation Division Chief
School Governance and Operations Division Chief
Education Program Supervisors
Public Schools District Supervisors/Districts-in-Charge
School Heads
Others Concerned

1. In connection with the implementation of the Academic Recovery and Accessible Learning (ARAL) Program for School Year 2026–2027, all ARAL tutors are hereby directed to accomplish an **Individual Reading/Math Intervention Plan (IRIP) for each tutee** under their care and submit weekly check-in progress reports in accordance with the following guidelines:

- a. Use the prescribed IRIP template attached to this Memorandum in preparing the intervention plan;
- b. Prepare an individual IRIP for every tutee, ensuring that the planned interventions are responsive to the learner's identified learning needs and targeted competencies;
- c. The accomplished IRIP shall serve as the tutor's daily lesson plan for the implementation of the ARAL Program. Thus, the preparation of a separate lesson plan specifically for ARAL implementation shall no longer be necessary. All IRIPs shall be reviewed and duly checked by the school head and properly compiled and maintained by the concerned tutors for documentation and reference; and
- d. At the end of each week of ARAL implementation, all tutors shall accomplish and submit the online Weekly Check-in Progress Report for each tutee under their care through the designated link below. The online reporting facility shall be accessible every Friday, from 8:00 AM to 5:00 PM.

Link to the Weekly Check-in Progress Report:

<https://forms.gle/nce3jAvCp5EGzPt16>



Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya, 3700
Cellphone No: • +63 962 681 4945 • +63 992 035 2123
Email Address: nuevavizcaya@deped.gov.ph
Website: <https://sdonuevavizcaya.com/>

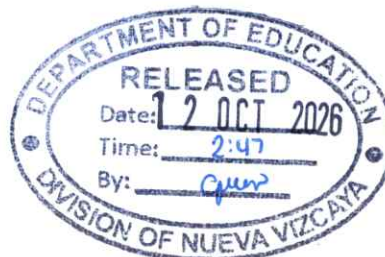


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2. The duly accomplished IRIPs and submitted Weekly Check-in Progress Reports shall form part of the **supporting documentary requirements for requests for the grant of ARAL Teaching Overload Pay (TOP)** for teachers serving as ARAL tutors for School Year 2026–2027. These shall be submitted together with the required Daily Time Record (DTR), School Form 7 (SF7), and approved Class/Teacher's Program, subject to applicable policies, guidelines, and accounting and auditing rules and regulations.
3. Immediate dissemination of this Memorandum to all concerned and strict compliance with the foregoing directives are hereby enjoined.

ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent





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ARAL PROGRAM Individualized Reading/Math Intervention Plan (IRIP)

Learner's Name: _____

Grade Level: _____

Tutor's Name: _____

Date: _____

Term: _____, School Year 2026-2027

Week No.	Reading/ Math Target				Status	Tutor Notes/ Observation
	Learning Needs	Learning Competencies	Strategies	Activities		
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Prepared by: _____

Checked: _____

Name and Signature of Tutor

Name and Signature of School Head



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Term: _____, School Year 2026-2027

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Prepared by: _____

Checked: _____

Name and Signature of Tutor

Name and Signature of School Head