



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

August 11, 2026

DIVISION MEMORANDUM

No. 358, s. 2026

AUTHORIZATION OF PHASE II SYSTEM ENHANCEMENT AND PILOT IMPLEMENTATION OF THE UNIFIED PERFORMANCE SYSTEM (UPS)

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Public Schools District Supervisors
Education Program Supervisors
Division Information Technology Officer
Planning Officer
School Heads of Pilot Schools
District ICT Coordinators
All Others Concerned

1. In support of the institutionalization of the Unified PERFORMANCE System (UPS) as a flagship initiative of the Schools Division of Bulacan under the Performance Governance System (PGS), this Office authorizes the continuation of Phase II System Enhancement and Pilot Implementation to strengthen further the system's functionality, usability, and readiness for division-wide deployment.

2. Following the successful completion of the Initiation Stage, prototype development, pilot validation, and executive review, the Unified Performance System has demonstrated its potential as the Division's primary digital platform for learner profiling and instructional improvement. The pilot implementation conducted by Carlos F. Gonzales National High School, Taal High School, A.F.G. Bernardino Memorial Trade School (AFGBMTS), and Guiguinto Central School generated valuable recommendations that require technical enhancement prior to expanded implementation. To ensure that the system fully supports evidence-based decision-making, instructional planning, and learner intervention under the Performance Governance System (PGS), the continuation of Phase II is hereby authorized.

3. The Phase II system implementation aims to:



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- a. Enhance the functionality and stability of the Unified Performance System based on pilot validation results.
- b. Improve the user experience by integrating additional modules and system features.
- c. Strengthen system security, data governance, and compliance with the Data Privacy Act of 2012.
- d. Expand pilot implementation while ensuring reliable system performance.
- e. Finalize the System Development Roadmap in preparation for division-wide implementation.

4. The Phase II System Enhancement shall include, but shall not be limited to, the following priority activities:

A. Core System Enhancement

- Development of password recovery and account management features.
- Updating of curriculum databases for Key Stages 1 and 2
- Enhancement of the Section Management Module.
- Revision of organizational designations, including the use of Department Head Designate for Key Stages 3 and 4.
- Addition of School Nurse and designated health personnel profiles.
- Development of a Special Talents Profiling Module.
- Integration of the Comprehensive Rapid Literacy Assessment (CRLA) in place of EGRA.
- Improvement of learners' analytics and instructional dashboards.

B. System Quality Assurance

- Functional testing
- User Acceptance Testing (UAT)
- Performance testing
- Data validation
- Security testing
- Database optimization

C. Pilot Expansion Activities

- Teacher account registration
- School profile validation
- Learner data migration and profiling



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- Pilot implementation in participating schools
- Monitoring and collection of user feedback
- Technical assistance and coaching

5. The UPS System Development Roadmap (2026–2030) is hereby approved as the official guide for the phased enhancement, implementation, monitoring, and sustainability of the Unified Performance System.

The roadmap shall serve as the basis for:

- Annual Work and Financial Plans (AWFP)
- Office Performance Commitments
- Performance Governance System (PGS) implementation
- Monitoring and Evaluation
- Resource Allocation
- Capacity Building Programs
- Future System Enhancements

6. To support the successful implementation of Phase II, the following technical resources are hereby authorized:

Technical Development Team

- Lead System Developer
- Web Application Developers
- Database Administrator
- ICT Coordinators
- System Testers
- User Experience Support Team

Functional Support Team

- Curriculum Implementation Division
- Schools Governance and Operations Division
- Public Schools District Supervisors
- Education Program Supervisors
- School Heads of Pilot Schools
- Teacher Representatives



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Administrative Support

- The Planning Office, Budget Office, Supply Office, and Administrative Services Unit shall provide the necessary technical, logistical, and administrative support, subject to existing rules and regulations
7. Select schools in the 31 Districts shall serve as pilot implementing schools during Phase II. Additional schools may be included upon recommendation of the UPS Executive Board and approval of the Schools Division Superintendent.
8. Responsibilities of the following divisions shall be as follows:
- a. The Curriculum Implementation Division (CID) shall serve as the lead office in managing Phase II implementation.
 - b. The Project Director shall oversee project execution, coordinate all technical and functional committees, monitor accomplishments, and submit quarterly progress reports to the Schools Division Superintendent.
 - c. The System Development Team shall implement approved enhancements in accordance with the System Development Roadmap and established project milestones.
 - d. Pilot school heads shall facilitate school-level implementation, ensure data quality, and support user testing and validation activities.
 - e. All participating personnel are directed to actively contribute to system enhancement, testing, validation, and continuous improvement.
9. Expenses relative to the implementation of this innovation shall be charged against available Division Funds, School MOOE, Special Education Fund (SEF), grants, partnerships, and other lawful sources, subject to existing accounting, auditing, and procurement rules and regulations.
10. The Project Management Office (PMO) shall monitor the implementation of Phase II using approved project management tools and shall submit quarterly accomplishment reports, milestone updates, and risk assessments to the UPS Executive Board and the Schools Division Superintendent.

Progress shall be evaluated based on:

- System enhancement completion rate



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- Pilot implementation milestones
- User satisfaction
- Data quality indicators
- System availability
- Governance Scorecard performance
- Achievement of Phase II deliverables

12. All concerned are hereby directed to extend full support and ensure the successful implementation of Phase II System Enhancement and Pilot Implementation of the Unified Profiling System (UPS).

13. Immediate dissemination of and strict compliance with this Memorandum is desired.


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Schools Division Superintendent

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