



CLMD-RA-2026-6

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

January 12, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
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**PILOT TESTING OF PROJECT STEP-UP TOOL IN SELECTED
SECONDARY SCHOOLS**

With reference to **DM-LS-2025-196**, on the conduct of the **Pilot Testing of Project STEP-UP Tool in Selected Secondary Schools**, this Office informs the field on the IDENTIFIED SCHOOLS: **SDO RIZAL AND SDO ANTIPOLO ON JANUARY 12-16, 2026**. Please refer to the attached memo for the details.

For information and guidance of all concerned.

02/ROC4



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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS



ORD-UM01-2026-4

MEMORANDUM
DM-LS-2025- 196

TO : **JOCELYN DR ANDAYA**
Regional Director, National Capital Region
concurrent Officer-In-Charge,
Office of the Assistant Secretary for Operations

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director, Region IV-A (CALABARZON)

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Schools Division Superintendent, Schools Division of Pasig City

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Schools Division Superintendent, Schools Division of San Juan
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Schools Division Superintendent, City Schools Division of
Antipolo

DORIS DJ ESTALILLA, CESO V
Schools Division Superintendent, Schools Division of Rizal

Carmela C. Oracion

FROM : **CARMELA C. ORACION**
Assistant Secretary
Officer-in-Charge
Office of the Undersecretary for Learning Systems

SUBJECT : **REQUEST FOR PERMIT TO CONDUCT PILOT TEST ON
PROJECT STEP-UP TOOL IN SELECTED SECONDARY
SCHOOLS**

DATE : December 1, 2025

The Bureau of Curriculum Development (BCD) of the Learning Systems Strand will conduct the pilot testing of **Project STEP-UP (Student Track & Elective Planner – Understanding Potentials)** in selected secondary schools in the National Capital Region and Region IV-A CALABARZON to evaluate its effectiveness in supporting data-driven academic and career planning.

Project STEP-UP is a career aptitude and planning toolkit designed to help Grades 9 and 10 learners make informed decisions as they transition to Senior High School,



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and to guide Grade 11 learners in selecting appropriate electives. It offered structured activities that build self-awareness, identify interests and strengths, and align learners' educational choices with their future career goals. The toolkit is intended to complement and strengthen the Department's existing career guidance initiatives.

The pilot test aims to determine the toolkit's validity and reliability of the toolkit in the real school settings. It will be carried out in coordination with participating schools and with full compliance to DepEd protocols and data privacy standards.

Pilot Testing Phases

1. Orientation for School Heads

A virtual or in-person orientation will inform participating school heads about the objectives, procedures, and expectations for the pilot implementation.

2. Pilot Test Implementation

Selected Grade 9, 10, and 11 learners, class advisers, guidance counselors, and key personnel will accomplish the STEP-UP tool. Data collection will be supervised in coordination with focal persons from the division office or the participating schools.

3. Confirmatory Post-Activity

A brief confirmatory session (via survey or interview) will gather feedback on the clarity, relevance, and usability of the toolkit, as well as the recommendations for improvement.

The selected secondary schools were chosen based on proximity and school type to ensure diverse and representative testing environments.

In view of the foregoing, this Office seeks your full support in the conduct of the said pilot test on the following schedule:

School/Division	Topology	Target Date	Grade Level	Target Number of Learners
Mayamot National High School (SDO Antipolo)	Integrated	January 12-16, 2026	9, 10, & 11	300
Antipolo City Senior High School (SDO Antipolo)	Stand-alone	January 12-16, 2026	11	200
San Juan City TVL Senior High School (SDO San Juan)	Tech-Voc Oriented	January 12-16, 2026	11	200
Rizal National Science High School (SDO Rizal)	Science Oriented	January 12-16, 2026	9, 10, & 11	300
Pasig Catholic College (SDO Pasig)	Private School	January 12-16, 2026	9, 10, & 11	300



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The pilot test will allow the project team to gather meaningful feedback from participating schools, which will inform further refinement and future scaling of the project.

For further inquiries, you may contact **Ma. Trixia Camille C. Jayme**, Senior Education Program Specialist and project proponent, at **project.stepup@deped.gov.ph** or **0929-796-6085** (Viber).

Cc. **MALCOLM S. GARMA**
Undersecretary for Operations