



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MEMORANDUM

No. 381, s. 2026

**UTILIZATION OF THE INSIGHTED PLATFORM FOR THE PLANNING,
MONITORING, AND BUDGET UTILIZATION OF THE SCHOOL
INNOVATION AND IMPROVEMENT FUND (SIIF)**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance & Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. The Department of Education (DepEd), through the Office of the Undersecretary for Human Resource and Organizational Development and Infrastructure, issued **Memorandum DM-OUHRODI-2026-2748** dated August 4, 2026, providing supplemental guidance, advocacy materials, and tools for the planning of interventions and monitoring of physical accomplishment and budget utilization of the **School Innovation and Improvement Fund (SIIF)** through the **InsightED Platform** for Fiscal Year (FY) 2026.
2. In line with this issuance, all concerned schools are directed to utilize the InsightED Platform in planning, submitting, monitoring, and reviewing SIIF-funded interventions, including target beneficiaries, activities, and budget requirements.
3. The following InsightED components shall be utilized:
 - a. **InsightED Landing Portal** – serves as the centralized web-based gateway to the InsightED platform.
 - b. **School Head Portal** – provides school heads with a platform to identify, encode, and submit SIIF interventions, including target beneficiaries, activities, and budget requirements.
 - c. **RO and SDO Portal** – provides an interactive monitoring dashboard for reviewing school-submitted SIIF interventions, providing technical assistance, and monitoring implementation and fund utilization.
4. **Division SBM Coordinator** shall create an account by clicking Sign Up, completing the required information, and entering the authorization code to be disseminated through the official communication channel.



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5. The following official InsightED resources shall be utilized:
 - **InsightED Platform:** <https://stride.deped.gov.ph/insighted/>
 - **InsightED SIIF Ticketing System:** <https://tinyurl.com/InsightED-SIIF-ticketing>
 - **InsightED Guides:** <https://tinyurl.com/InsightED-MGuide>
6. The InsightED Ticketing System shall be used for reporting technical concerns, requesting account assistance, and seeking support on system access and other technical issues encountered in the utilization of the platform.
7. The InsightED User Guides shall be referred to by all concerned personnel for step-by-step instructions on account creation, system navigation, encoding, submission, monitoring, and other relevant functions of the platform.
8. To ensure effective implementation, the following roles and responsibilities are prescribed:

A. Schools Division Superintendent

1. Provides overall direction and oversight in the implementation and utilization of the InsightED Platform at the Schools Division Office level.
2. Ensures compliance with applicable DepEd policies, guidelines, and requirements on SIIF planning, implementation, monitoring, and utilization.

B. School Management, Monitoring, and Evaluation Section

1. Serves as the lead Division unit in coordinating the implementation and monitoring of SIIF-related activities through the InsightED Platform.
2. Provides technical assistance to schools on the planning, monitoring, and reporting of SIIF-funded interventions.
3. Reviews and monitors school-submitted SIIF interventions and their alignment with identified school needs, priorities, and SIIF objectives.
4. Coordinates with concerned Division offices/units on issues requiring technical or operational intervention.
5. Consolidates relevant monitoring findings and provides recommendations for appropriate action.

C. Planning and Research Section

1. Provides technical assistance on the planning and alignment of SIIF interventions with relevant school plans, identified needs, priorities, and available data.
2. Assist in reviewing the consistency and completeness of planning-related information submitted through the InsightED Platform.
3. Supports the analysis and utilization of SIIF-related data for planning, monitoring, and decision-making.
4. Coordinates with SMMES and other concerned Division personnel on data validation and reporting requirements.



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D. Information Technology Officer / Division ICT Personnel

1. Provides technical assistance on account creation, system access, navigation, and other technical concerns involving the InsightED Platform.
2. Assists schools and Division personnel in addressing technical issues that may affect system utilization.
3. Facilitates the proper endorsement or submission of unresolved technical concerns through the official InsightED Ticketing System.
4. Provides guidance on appropriate system-related procedures and ensures adherence to applicable ICT and data security policies.

E. Public Schools District Supervisors (PSDSs)

1. Monitor the compliance of schools within their respective districts with the utilization of the InsightED Platform.
2. Provide technical assistance and guidance to School Heads and School SBM Coordinators/SIIF Focal Persons on SIIF planning and implementation.
3. Monitor the progress of SIIF-funded interventions and facilitate the resolution of issues identified at the school level.
4. Coordinate with SMMES, PRS, and other concerned Division personnel regarding school concerns and monitoring findings.
5. Ensure the timely submission and updating of required information by schools under their respective districts.

F. Public School Heads

1. Ensure the proper and timely planning, encoding, and submission of SIIF interventions through the InsightED School Head Portal.
2. Ensure that identified interventions, target beneficiaries, activities, and budget requirements are accurate, complete, and aligned with school priorities and SIIF objectives.
3. Monitor the implementation, physical accomplishment, and fund utilization of SIIF-funded interventions.
4. Ensure the timely updating and submission of required information in the InsightED Platform.
5. Coordinate with the PSDS, SMMES, PRS, and other Division personnel concerned for technical assistance and resolution of issues.

G. School SBM Coordinators / SIIF Focal Persons

1. Assist the School Head in the encoding, updating, and submission of SIIF-related information in the InsightED Platform.
2. Ensure the completeness and accuracy of encoded data and supporting information.
3. Monitor the status of submitted SIIF interventions and coordinate with concerned personnel on necessary corrections or updates.
4. Assist in the preparation and submission of required monitoring and reporting information.



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5. Report technical concerns through the official InsightED Ticketing System, when necessary.

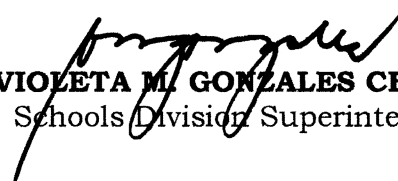
H. All Concerned Personnel

- All concerned personnel shall ensure **accuracy, completeness, timeliness, and proper validation** of information submitted through the InsightED Platform and shall coordinate with the appropriate Division personnel for technical assistance, monitoring, and resolution of concerns.

9. All Public-School Heads and School SBM Coordinators/SIIF Focal Persons are directed to ensure the timely and accurate encoding and submission of required SIIF information and to regularly monitor the status of their submitted interventions and related implementation data.

10. For inquiries, technical concerns, and clarifications regarding the utilization of the InsightED Platform, concerned personnel may coordinate with the School Management, Monitoring, and Evaluation Section, Information Technology Officer, Planning and Research Section, and Public Schools District Supervisors through the official communication channels of the Schools Division Office.

11. Immediate dissemination of and compliance with this Memorandum are directed.


VIOLETA M. GONZALES CESO VI
Schools Division Superintendent

Enclosure: none

References: as stated

To be indicated in the Perpetual Index
under the following subjects:

INSIGHTED

JDN/DM/Utilization of the InsightED Platform for the Planning, Monitoring, and Budget Utilization of the School Innovation and Improvement Fund (SIIF)

381 /August 12, 2026

NUM-2026-381



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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE

MEMORANDUM
DM-OUHRODI-2026-2748

TO : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
PUBLIC SCHOOL HEADS
ALL OTHERS CONCERNED

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development and Infrastructure

SUBJECT : **ISSUANCE OF SUPPLEMENTAL GUIDANCE, ADVOCACY MATERIALS, AND TOOLS FOR THE PLANNING OF INTERVENTIONS AND MONITORING OF THE PHYSICAL ACCOMPLISHMENT AND BUDGET UTILIZATION OF THE SCHOOL INNOVATION AND IMPROVEMENT FUND (SIIF) THROUGH THE INSIGHTED PLATFORM FOR FISCAL YEAR (FY) 2026**

DATE : 04 August 2026

The Department of Education (DepEd) has issued **DepEd Memorandum No. 048, s. 2026**, *Allocation and Release of the School Innovation and Improvement Fund to Non-Implementing Unit Public Schools to Strengthen Decentralization Practices in the Department of Education for Fiscal Year 2026*, to provide guidance on the allocation, release, and utilization of the SIIF in Non-IU public schools across all municipality classifications. This issuance underscores the Department's commitment to strengthening decentralization at the school level and ensuring the sustained and expanded implementation of interventions that address learning gaps in literacy and numeracy. By granting schools greater fiscal autonomy and flexibility, it enables them to effectively plan, manage, and implement responsive interventions that are aligned with their unique needs, contexts, and priorities.

In line with the implementation of the SIIF, this Office releases the necessary tools and support mechanisms:

1. **InsightED Landing Portal.** A centralized web-based gateway designed as the primary entry-point to the InsightED platform. Once this is accessed, stakeholders are directed to two sub-portals, depending on user interface objectives.

- a. **School Head Portal.** A planning and submission platform where school heads can identify, encode, and submit interventions under the SIIF, including target beneficiaries, activities, and budget requirements.
- b. **RO and SDO Portal.** An interactive monitoring dashboard that consolidates school-submitted SIIF interventions for review, technical assistance, and monitoring of implementation and fund utilization.
 - **ROs** have view-only access to oversee implementation and provide technical assistance to SDOs.
 - **SDOs** have full access to monitor school SIIF planning, assess alignment of interventions with SIIF objectives, and provide feedback. However, SDOs have view-only access to monitor physical accomplishments and fund utilization.

Important Note: All RO and SDO SBM Coordinators shall create an account by selecting **Sign Up**, completing the required information, and entering the **authorization code**. The authorization code shall be disseminated through the official communication channel.

Access Link: <https://stride.deped.gov.ph/insighted/>

2. **InsightED Ticketing System.** The official help desk platform for reporting technical concerns, requesting account support, and seeking assistance on the use and functionalities of the InsightED system.

Access Link: <https://tinyurl.com/InsightED-SIIF-ticketing>

3. **InsightED Guides.** A repository of user manuals and video guides that provide step-by-step instructions to support users in effectively navigating and utilizing the InsightED platform. It offers comprehensive guidance on key processes, features, and functionalities to facilitate planning, reviewing, monitoring, and reporting activities.

Access Link: <https://tinyurl.com/InsightED-MGuide>

The **Field Technical Assistance Division (FTAD)** and **School Governance and Operations Division (SGOD)** are requested to ensure the widest dissemination of this Memorandum to all program implementers in the regional, division, and school levels.

For further inquiries or clarifications, please contact **Mr. Raymond Jason V. Aquino** or **Ms. Melanie J. Villareal** of the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) via email at bhrod.sed@deped.gov.ph.

For your appropriate action.

Copy furnished:
Office of the Secretary
Office of the Undersecretary for Finance
Office of the Undersecretary for Operations