




Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
VIRAO, CATANDUANES



Memorandum:

To : Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Senior Education Program Specialist
Elementary and Secondary School Heads
All Others Concerned

From : 
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

Subject : **CONDUCT OF ENGLISH PROFICIENCY TEST (EPT)**

Date : April 4, 2017


RELEASED

DepEd, Division of Catanduanes

RECORDS SECTION

Date APR 04 2017

Time: 8:30 Am.

Initial/Signature: 

1. In reference to Advisory No. 25, s. 2017 dated March 16, 2017, the **English Proficiency Test (EPT)** for all applicants from elementary, junior high school and senior high school shall be administered on **April 23, 2017, 8:00 – 10:00 AM for Batch 1, 10:00 – 12:00 PM for Batch 2 and 1:00 – 3:00 PM for Batch 3 at Catanduanes National High School, PAGCOR Building.** In this connection, an **Orientation Conference** for the Chief Examiner, Room Supervisors, Room Examiners and Support Staff will be conducted on April 23, 2017 at 7:00 o'clock in the morning at Catanduanes National High School (PAGCOR Building).
2. Participants to this Orientation Conference is found on Enclosure no.1 of this Memorandum.
3. The Masterlist of Examinees and their respective Room Assignments by batch are posted outside the SDO – School Governance and Operation Division (SGOD) Office.
4. The EPT takers are reminded of the following:
 - a. They are expected to be at the testing center before 7:30 AM.
 - b. Bring two pencils (No. 2) and snacks.
5. Travel and other allowable expenses of those concerned in the administration of the test are chargeable against local/school funds subject to the usual accounting and auditing rules and regulations.
6. Since April 23, 2017 falls on Sunday, a one day Service Credit/Compensatory Time – Off will be given for the services rendered in the Administration of English Proficiency Test.
7. For immediate dissemination and strict compliance.

List of Chief Examiner, Room Supervisors, Room Examiners, Support Staff during the Administration of English Proficiency Test

April 23, 2017 (CNHS PAGCOR Building)

Room Supervisors : Josefa V. Zape – Chief, CID - Rooms 1 - 5
Miguel C. Ogalinola – Chief, SGOD - Rooms 6 - 10

Division Testing Coordinator: Sarah S. Chiong – SEPS – SMME

Room Examiners/Room Assignments:

- | | | |
|-------------------------------|---|---------|
| 1. Mary Jean S. Romero – EPS | - | Room 1 |
| 2. Cynthia Soneja – EPS | - | Room 2 |
| 3. Gina Custodio – EPS | - | Room 3 |
| 4. Amelia Cabrera – EPS | - | Room 4 |
| 5. Jesslyn Taway – EPS | - | Room 5 |
| 6. Brenda Villarey – PSDS | - | Room 6 |
| 7. Merly Gonzales – PSDS | - | Room 7 |
| 8. Belen Tapas – PSDS | - | Room 8 |
| 9. Miguelito Rodriguez – PSDS | - | Room 9 |
| 10. Elias Abundo – PSDS | - | Room 10 |

Support Staff:

1. Achilles V. Alberto – EPS 2 – SMME
2. Ma. Sionne May T. Crispino – EPS 2 – HRD
3. Marife Brequillo – EPS 2 – Soc. Mob. & Net.
4. Dave Tantiado
5. Pureza Isidoro
6. Sheryl M. Cambonga

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Schedule for EPT Takers

Batch 1
(Session: 8:00 -10:00 AM)
Rooms 1 – 10

Batch 2
(Session: 10:00 -12:00 PM)
Rooms 11 – 20

Batch 3
(Session: 1:00 – 3:00 PM)
Rooms 21 – 30

- Note: 1. The **Room Supervisors and Room Examiners** assigned will administer the Test for the Three(3) Batches.
2. The first 10 rooms of the CNHS PAGCOR Building will be used for Batches 1, 2 and 3.