



Republic of the Philippines  
Department of Education  
Region V (Bicol)  
**DIVISION OF CATANDUANES**  
Virac, Catanduanes



**RELEASED**

DepEd, Division of Catanduanes

RECORDS SECTION

Date SEP 18 2017

Time: 8:00 AM

Initial/Signature: [Signature]

Division Memorandum  
No. 177, s. 2017

To: Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Heads, Public and Private Secondary Schools  
All Others Concerned

From: [Signature]  
**SOCORRO V. DELA ROSA, CESO VI**  
Schools Division Superintendent [Signature]

Subject: **PROVINCIAL ORIENTATION- CONFERENCE AND ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST FOR SCHOOL YEAR 2016-2017**

Date: September 18, 2017

1. Pursuant to DepEd Memorandum No. 146, s. 2017, entitled Administration of the National Achievement Test for School Year 2016-2017, the Department of Education (DepEd) through the Bureau of Education Assessment (BEA) shall administer the **National Achievement Test for Grades 7 and 11 for School Year 2016-2017** on the following dates:

Date	Grade Level of Test Takers
October 3, 2017	Grade 7 students of public and private schools (census)
October 10, 2017	Grade 11 students of public and private schools (census)

2. For confidentiality and security of the materials, Secondary School Heads are enjoined to get the NAT materials a day before or early morning of examination day and shall return the same immediately after the administration of the test or a day after. Confidentiality and security of the materials are under the care of the School Heads.

3. All NAT takers shall be ready with the following:
  - a. pencil with eraser (Lead #2) and sharpener
  - b. snacks/lunch on examination day
  - c. curriculum/program they belong (SSC, TVE, STEM/ESEP, SPA, SPS or OHSP)
  - d. copy of their ratings in the third grading period (all subjects)
  - e. copy of LRN
  
4. **A Division Orientation- Conference will be on September 22, 2017(Friday) at SDO-Conference Hall A, 8:00 o'clock in the morning.** This is to ensure proper and standardized test administration.
  
5. All Secondary School Heads are advised to conduct school level orientation prior to the test administration.
  
6. Authorized to attend the Orientation-Conference are the Chiefs, EPS, PSDS and Heads of Public and Private Secondary Schools. The School Testing Coordinator shall represent the School Head in their absence.
  
7. The CID and SGOD Chiefs together with the Education Program Supervisors and Public Schools District Supervisors shall monitor and supervise the activity in their respective areas of supervision. Report on monitoring and supervision shall be submitted to the SGOD SMME section.
  
8. Attached is the List of Chief Examiners, Room Supervisors and Room Examiners on the conduct of NAT 7 and NAT 11. They are enjoined to report to their respective assigned schools on or before 7:00 o'clock in the morning of October 3 and October 10, 2017.
  
9. **Travel and other incidental expenses to be incurred relative to this activity are chargeable against local/school MOOE fund subject to the usual accounting and auditing rules and regulations.**
  
10. For immediate dissemination and strict compliance.