



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

11 March 2025

DIVISION MEMORANDUM
No. 234, s. 2025

DIVISION ONLINE ORIENTATION ON STANDARDIZED TESTING PROCEDURES FOR THE NATIONAL ASSESSMENT OF LEARNING (NASL) AND ASSIGNMENT OF ROOM EXAMINERS FOR NATG6

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public & Private Elementary School Heads
Public & Private Secondary School Heads
All Others Concerned

- In preparation for the National Achievement Test for Grade 6, an activity titled *Orientation on Standardized Testing Procedures for the National Assessment of Learning (NASL)* in reference to DepEd Order No. 55, s. 2016 shall be conducted on March 15, 2025 (Saturday) from 1:00 P.M. to 5:00 P.M. via MS Teams to be participated by all Public Schools District Supervisors (PSDSs), Principals-In-Charge of the Districts, schools heads, private school administrators, school testing coordinators, and teaching personnel from Kindergarten to Grade 12.
- The activity aims to:
 - explain the rationale of different testing programs;
 - reorient the participants on DepEd Order No. 55, s. 2026 titled "Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program";
 - elaborate and simulate the standard procedures of the administration of test in adherence to the Examiner's Handbook (EH)
- The following meeting options are available:
Link: <http://bit.ly/4bIFJs7>
QR Code:



4. The following personnel should report to the CID office on March 15, 2025 from 10:00 A.M. to 5:00 A.M. to serve as speakers and facilitators for the simulation on standardized procedures which is the activity's highlight.

Name of Personnel	Position	Office/School	District
Marivic T. Camacho	EPS	CID	SDO



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Cecile S. Alvea	School Principal I	Jose Rizal ES	San Andres East
Eddie T. Cadag	Head Teacher I	Tobrehon ES Cluster	San Miguel North
Nelvin D. Villamartin	Teacher III	Rizal ES	Viga West

5. Moreover, the Public Schools District Supervisors are advised to assign the room examiners intended for schools in other districts or municipalities. The following guidelines shall be observed:

- a. master teachers shall be tasked to administer the test except for health reasons before assigning other teachers;
- b. male with vehicles should be prioritized to be assigned to far-flung/last mile schools;
- c. punctuality should be observed by coming to the testing rooms before 8:00 A.M. for the success of the activity, -thus, the proximity of the residence of the RE shall be considered;
- d. REs must be assigned from within the district or municipality; however, simple school-to-school exchanges are strictly prohibited.**

6. The PSDSs are also tasked to upload the softcopies of the assignments of Chief Examiners (School Heads of the schools), Room Examiners and Support Staff (personnel of the schools) who will be responsible in administering the NATG6 following the 1 Testing Room: 30 examinees ratio. The link and the QR code is also given below:

Link to download the file:
<https://bit.ly/43Bj8M7>
QR Code:




Link to upload the accomplished file:
<https://forms.office.com/r/6BcG2Ct6dx>
QR Code:



7. Service credits/COCs shall be granted to all personnel who attended the said orientation under D.O 13, s. 2024. The Division Testing Coordinator (DTC) shall furnish the necessary accomplishment reports and MS Teams attendance data through online platforms. Schools are responsible for preparing and submitting the documents required for the granting of service credits/COCs.

8. Compliance to this memorandum is expected.


CECILE C. FERRO CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

CID/mtc
3/11/2025



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