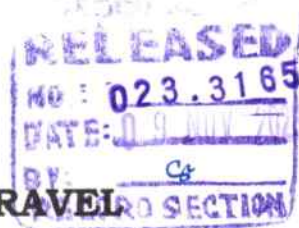




Republic of the Philippines  
Department of Education  
Schools Division of Negros Oriental



**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>DENNIS CHARL F. ANDALAJAO – SEPS</b>
<b>Position/ Designation</b>	SEPS – M&E
<b>Permanent Station</b>	DepEd Negros Oriental - SGOD
<b>Purpose of Travel</b> (must be supported by attachments)	To attend National Orientation on the Standardized Administration of Various Assessment Programs for Fiscal Year (FY) 2023
<b>Host of Activity</b>	DepEd-BEA
<b>Inclusive Dates</b>	November 8-10
<b>Destination</b>	DepEd Ecotech Center, Lahug, Cebu City
<b>Fund Source</b>	Division/Local MOOE

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.

**DENNIS CHARL F. ANDALAJAO**  
SEPS

\_\_\_\_\_ Date

This is to certify that the trip of the requesting employee satisfies all minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.

**RACHEL B. PICARDAL EdD**  
Chief Education Supervisor, SGOD

11/7/2023  
\_\_\_\_\_ Date

**APPROVED**

**NERI C. OJASRTO EdD, CESE**  
Schools Division Superintendent

11/8/23  
\_\_\_\_\_ Date



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

27 OCT 2023

**REGIONAL MEMORANDUM**

No. **810** s. 2023

**NATIONAL ORIENTATION ON THE STANDARDIZED ADMINISTRATION OF VARIOUS ASSESSMENT PROGRAMS FOR FISCAL YEAR (FY) 2023**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. Enclosed is DepEd Memorandum No. DM-CT-2023-365 from the office of the Undersecretary for Curriculum and Teaching dated October 23, 2023 titled, "National Orientation on the Standardized Administration of Various Assessment Programs for Fiscal Year (FY) 2023", for your information and guidance.
2. Immediate dissemination of, and compliance with this Memorandum are directed.

  
\* **SALUSTIANO T. JIMENEZ EdD, JD, CESO V**  
Director IV  
Regional Director

STJ/FYA/CLMD/MJCD/carj



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Number: 639457623193 local 700

 DepEd Tayo Region VII

 [region7.deped.gov.ph](http://region7.deped.gov.ph)



Republic of the Philippines

**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**MEMORANDUM**

**DM-CT-2023-365**

**TO :** REGIONAL DIRECTORS  
REGIONAL TESTING COORDINATORS  
SCHOOLS DIVISION SUPERINTENDENTS  
DIVISION TESTING COORDINATORS

**FROM :** *Alma Ruby C. Torio*  
ALMA RUBY C. TORIO  
Assistant Secretary for Curriculum and Teaching  
Officer-in-Charge  
Office of the Undersecretary for Curriculum and Teaching

**SUBJECT :** NATIONAL ORIENTATION ON THE STANDARDIZED  
ADMINISTRATION OF VARIOUS ASSESSMENT PROGRAMS  
FOR FISCAL YEAR (FY) 2023

**DATE :** October 23, 2023

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), will conduct a **National Orientation on the Standardized Administration of Various Assessment Programs for Fiscal Year (FY) 2023** by cluster with details below:

No.	Cluster	Region	Venue	Schedule
1	Luzon	Regions I, II, III, IV-A, IV-B, V, CAR, NCR	Nueva Vizcaya Teachers' Camp	November 6 to 8, 2023 (Inclusive of travel dates)
2	Visayas and Mindanao (VisMin)	Regions VI, VII, VIII, IX, X, XI, XII, BARMM, Caraga	DepEd Ecotech Center, Lahug, Cebu City	November 8 to 10, 2023 (Inclusive of travel dates)

2. The following assessment programs shall be discussed in the said orientation:
- a. Early Language, Literacy, and Numeracy Assessment (ELLNA)
  - b. National Achievement Test for Grade 6 (NATG6)
  - c. Special Philippine Educational Placement Test (PEPT)
  - d. Qualifying Examination in Arabic Language and Islamic Studies (QEALIS)

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
Direct Line: (632) 8633-7202/8687-4146 E-mail: [ouci@deped.gov.ph](mailto:ouci@deped.gov.ph)





Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

The orientation will cover the test administration guidelines and procedure, security of test materials, delivery and retrieval scheme, allocation of test materials, and financial matters relative to the test administration. Also, the specific dates of test administration shall be announced in a separate memorandum.

3. One (1) Regional Testing Coordinator (RTC) from each Regional Office and one (1) Division Testing Coordinator (DTC) from each Schools Division Office are expected to attend the orientation strictly following the schedule per cluster. No additional participants shall be accommodated due to funding restrictions.
4. The ELLNA shall be administered to all Grade 4 learners in public schools, while the NATG6 shall be administered to select Grade 7 learners in public and private schools. In relation to this, the DTCs shall submit to BEA the actual enrollment of Grade 4 public school learners and Grade 7 public and private school learners for School Year 2023-2024 as of September 30, 2023. The Excel template for the enrollment data can be downloaded from <http://bit.ly/ELLNANATG62023>. The data submission shall be done on or before **October 27, 2023** through this link <https://bit.ly/EnrollmentDataELLNAandNATG62023>.
5. The participants must attend only on the schedule and venue where their respective regions are clustered. Orientation proper will start at exactly 8:00 a.m.
6. The travel itinerary of the participants is as follows:

No.	Cluster	Day 0 (Travel)	Day 1	Day 2
1	Luzon	November 6, 2023 First Meal-Breakfast 8:00 a.m.	November 7, 2023 Orientation Proper 8:00 a.m. to 5:00 p.m.	November 8, 2023 Check out at 12:00 nn Last Meal-Lunch
2	VisMin	November 8, 2023 First Meal-Breakfast 8:00 a.m.	November 9, 2023 Orientation Proper 8:00 a.m. to 5:00 p.m.	November 10, 2023 Check out at 12:00 nn Last Meal-Lunch

7. Travel expenses and allowable expenses shall be downloaded to regions and divisions except BARMM.

Copy Furnished:

**Atty. Revsee A. Escobedo**, Undersecretary for Governance and Field Operations

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
 Direct Line: (632) 8633-7202/8687-4146 E-mail: [ouci@deped.gov.ph](mailto:ouci@deped.gov.ph)



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