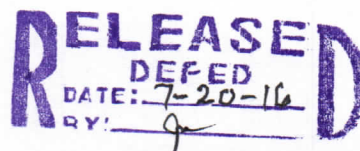




Republic of the Philippines



Region I
DIVISION OF CITY SCHOOLS
Dagupan City
Telefax No. (075) 515-6009



DIVISION MEMORANDUM

No. 115, s. 2016

TO: Public Schools District Supervisors
Public Elementary and Secondary School Heads
Private Secondary School Heads

FROM: *[signature]* FROSERFINA J. BRAVO
Schools Division Superintendent *[signature]*

DATE: July 19, 2016

SUBJECT: Submission of School Testing Team for NCAE, NAT and LAPG

1. With reference to the administration of national examinations/test for SY 2016-2017 each school shall submit names and contact information of the school testing team in the National Career Assessment Examination (NCAE) for Grade 9 students on August 2016 and National Achievement Test (NAT) for Grade 6 and Language Assessment for Primary Grades (LAPG) for Grade 3 (public schools only) in March 2017.
2. The members of the School Testing Team shall perform functions and responsibilities relative to the administration of the national examinations/test as per guidelines issued by the Bureau of Education Assessment (BEA).
3. Using the format below, please submit the list on or before **August 5, 2016** to Dr. Marissa O. Perez, EPS-SGOD.
4. The total number of room examiners shall be computed as follows:
$$\text{LAPG} = \frac{\text{no. of enrolment}}{20 \text{ for Grade 3}} \quad \text{NAT 6} = \frac{\text{no. of enrolment}}{30 \text{ for Grade 6}} \quad \text{NCAE} = \frac{\text{no. of enrolment}}{30 \text{ for Grade 9}}$$

public schools only

School Testing Team

	Name	Position	Cel No.
Chief Examiner			
School Testing Coordinator			
Room Examiners	NCAE 1		
	2		
	3		
	NAT G6 1		
	2		
	3		
	LAPG 1		
	2		
	3		

5. . Immediate and widest dissemination of this memorandum is desired.