



Republic of the Philippines
DepED
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
Dagupan City

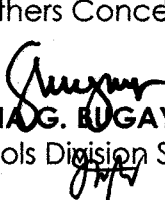


DIVISION MEMORANDUM

No. 185, s. 2018

RELEASE
DEFED
DATE: _____
BY: _____
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To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public & Private: Elementary and Secondary School Principals/Heads/OICs
All Others Concerned

From: 
LORNA G. BUGAYONG, Ph. D., CESO VI
Schools Division Superintendent

Subject: **ADMINISTRATION OF PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)**

Date: May 24, 2018

1. The Department of Education thru the Bureau of Education Assessment with the assistance of the SDO Dagupan City, will administer the Philippine Educational Placement Test (PEPT) on June 2, 2018 at SDO, SGOD Office.
2. Test takers are expected to be at the testing center before 7 o'clock in the morning. They also have to be reminded with the required documents which include the following:
 - a. Registration Form
 - b. Photocopied Birth Certificate
 - c. School Records (Form 137 or Form 138)
 - d. Copy of Government Permit/Recognition (for test takers from private schools)
3. To ensure effective administration of the test, there will be an orientation of all the testing personnel on May 30, 2018 1 o'clock in the afternoon at the SDO, SGOD Office.
4. The testing team members are the following:

Division Testing Coordinator:	Isagani D. Rosario (SGOD)
Support Staff:	Christine Pascua (ECIS)
Chief Examiner:	Haydee Maiquez (SGOD)
Room Examiner:	Chanda Roa Rivera (ECIS)
5. Teachers who will serve as testing team members of the said test shall be entitled to service credit in accordance with DepEd Order no. 53, s. 2003 entitled *Updated Guidelines on Grant of Vacation Service Credits to Teachers*. On the other hand, the non-teaching staff shall be provided with *Compensatory Time-Off (CTO)* per Civil Service Commission (CSC) and DBM Joint Circular No. 2, s. 2004 entitled *Non-Monetary Remuneration of Overtime Service Rendered*.
6. For information, guidance and compliance of all concerned.