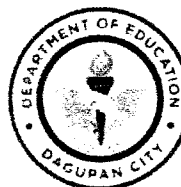
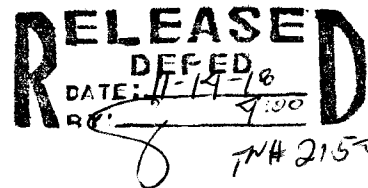


Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY



DIVISION MEMORANDUM No. 373, s. 2018



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: Office of the Schools Division Superintendent

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

Date: November 14, 2018

1. The Department of Education through the Bureau of Education Assessment with the assistance of SDO Dagupan City, will administer the **Philippine Educational Placement Test (PEPT)** on **Sunday, November 18, 2018, 7:30 A.M.** 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 of the required documents which include the following:
 - a. Registration Form
 - b. Photocopied Birth Certificate
 - c. ID Pictures- 2 pcs. identical and recently taken (size 1"x 1")
 - d. School Records (Form 137 or Form 138)
 - e. Copy of Government Permit/Recognition (for test takers from private schools)
3. The testing team consists of the following:

Division Testing Coordinator:	Isagani D. Rosario (SGOD)
Support Staff:	Christian Paul Espiritu (SGOD) Christine Pascua (ECIS)
Chief Examiner:	Haydee Maiquez (SGOD)
Room Examiner:	Chanda Roa Manaois (ECIS)
4. Teachers who will serve during the administration of the PEPT 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*.
5. For information, guidance and compliance of all concerned.

DR. LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent

For and in the absence of the Schools Division Superintendent


DR. LOURDES D. SERVITO, CESE
Asst. Schools Division Superintendent