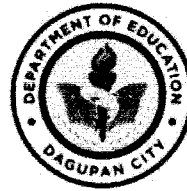


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
 Region I  
**SCHOOLS DIVISION OFFICE**  
 DAGUPAN CITY



**DIVISION MEMORANDUM No. 381, s. 2019**

**RELEASED**  
 DEPED  
 DATE: 11/12/2019  
 BY: 6228

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: **MARIA CELIA JUNIO-FERNANDEZ, Ed.D., MDM-SEC/**  
 Schools Division Superintendent

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

Date: November 11, 2019

1. The Department of Education through the Bureau of Education Assessment (BEA) with the assistance of Schools Division Office, Dagupan City, will administer the **Philippine Educational Placement Test (PEPT)** on **Sunday, November 17, 2019, 7:30 A.M.** at **Schools Division Office, Division Training Center (DTC).**
2. **Examinees** 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)
  - f. Mongol Pencil No. 2 (2pcs.)
  - g. School ID
  - h. Meals/snacks
3. The testing team consists of the following:
 

Division Testing Coordinator:	Isagani D. Rosario (SGOD)
Support Staff:	Edgar T. Timbol (SGOD)
	Christian Paul Q. Espiritu (Nurse)
	Rodante D. Llamas (VQZES)
Chief Examiner:	Gary B. Desoloc (Lucao ES)
Room Examiners:	Chanda Roa Manaois (ECIS)
	Leilanie Estrada (ECIS)
	Christine Pascua (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.