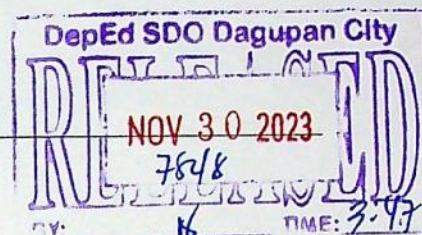




Republic of the Philippines  
**Department of Education**  
REGION I  
**SCHOOLS DIVISION OFFICE DAGUPAN CITY**



Office of the Schools Division Superintendent

**DIVISION MEMORANDUM No. 442, s. 2023**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID & SGOD  
Public & Private Elementary and Secondary School Principals/Heads/OICs  
School Testing Coordinators  
All Others Concerned

From: Office of the Schools Division Superintendent

Subject: **ADMINISTRATION OF THE 2023 SPECIAL PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)**

Date: November 29, 2023

1. Relative to the issued DepEd Memorandum No. 049, s. 2023 titled *Administration of the 2023 Special Philippine Educational Placement Test (PEPT)*, the Department, through the Bureau of Education Assessment (BEA), with the assistance of Schools Division Office (SDO) of Dagupan City, will administer the **2023 Special Philippine Educational Placement Test (PEPT)** on **December 10, 2023, Sunday, 7:30 A.M.** at **West Central Elementary School I.**
2. Registrants shall submit the documentary requirements to the Division Testing Coordinator (DTC) at the SDO. Below are the requirements for specific types of test registrants.
  - a. **For new test-takers**
    - i. Original and one photocopy of the **birth certificate** duly authenticated and issued by the Philippine Statistics Authority (formerly National Statistics Office) or by the Local Civil Registrar
    - ii. Original and one photocopy of the permanent school record (e.g., SF 10/Form 137) signed by the school principal/ registrar/ school administrator)
    - iii. Certificate of attendance In intervention programs, or any proof of schooling (if applicable)
    - iv. Two identical and recently taken 1 x 1 colored ID pictures with name tags.
    - v. One copy of the accomplished PEPT Registration Form
  - b. **For test retakers**
    - i. Original and one photocopy of the **PEPT Certificate of Rating** (for applicants who need to retake a PEPT subtest)
    - ii. Two identical and recently taken 1 x1 colored ID pictures with name tags
    - iii. One copy of the accomplished PEPT Registration Form
3. The testing team consists of the following:

Division Lead Group:

ROWENA C. BANZON, CESO V, SDS

MARCIANO U. SORIANO, JR., CESO VI ASDS

MARIA LINDA R. VENTENILLA, CID CES

EDILBERTO R. ABALOS, SGOD CES



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**Office of the Schools Division Superintendent**

Division Testing Coordinator	Isagani D. Rosario (SDO)
Support Staff	Joann L. Jimenez, Gilliane S. Casaclang (SDO) Amado D. Silva (WCES I)
Chief Examiner	Agape M. Nabua (WCES I)
Supervising Examiners	Gary B. Desoloc (Pugaro IS) Rooms 1-10 Jonathan J. Jimenez (WCES I) Rooms 11-15
Room Examiners	1. Christine Pascua (ECIS) 2. Christian Paul Espiritu (SDO) 3. Chanda Roa Manaois (ECIS) 4. Jomar De Vera (Lomboy ES) 5. Marnick Nicolas (ECIS) 6. Melivhim Guerrero (JJDVSTVSS) 7. Sandra Cabe (ECIS) 8. William Morga (JJDVSTVSS) 9. Arlene Gorospe (ECIS) 10. Roan Jett Fernandez (ECIS) 11. Haydee Maiquez (SDO) 12. Edgar T. Timbol (SDO) 13. Rodante Llamas (TARES) 14. Shezydee Agas (VQZES) 15. Marnelli Sonza (Salisay ES) 16. Jerylee Tolentino (Lucao ES) 17. Jennifer Festejo (WCES II) 18. Elmer Amansec (JLSES)

- Relative to the administration of PEPT, an orientation will be conducted on December 06, 2023 (Wednesday) 3:00PM at the Division Training Center (DTC). The participants to this orientation are the Chief Examiner (CE), Supervising Examiners (SEs), Room Examiners (REs) and Support Staff.
- 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*.
- For information, guidance and compliance of all concerned.

**ROWENA C. BANZON, CESO V**  
 Schools Division Superintendent

**MARCIANO U. SORIANO, JR. CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-In-Charge  
 Office of the Schools Division Superintendent



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