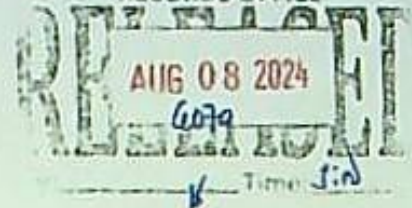




Republic of the Philippines  
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DepEd SDO Dagupan City  
 RECORDS OFFICE



Office of the Schools Division  
 Superintendent

August 07, 2024

**DIVISION MEMORANDUM**

No.: 302, s. 2024

**ADMINISTRATION OF THE NATIONAL CAREER ASSESSMENT EXAMINATION  
 (NCAE) FOR GRADE 10 LEARNERS (SY) 2024-2025**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors (CID & SGOD)  
 Education Program Supervisors  
 Public Schools District Supervisors  
 Division Testing Coordinator  
 Public & Private Secondary School Principals/School Heads  
 Public & Private Secondary School Testing Coordinators  
 All Others Concerned

- As per DepEd Memorandum No. 031, s. 2024 titled "*Administration of the National Career Assessment Examination*", the NCAE will be administered to all currently enrolled Grade 10 learners SY 2024-2025 from both **public & private secondary schools**. It is scheduled on **August 15 & 16, 2024 (Thursday & Friday)** pursuant to DepEd Order (DO) No. 55, s. 2016, titled *Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program*.
- Enclosed with this Memorandum are the following:
  - Enclosure No. 1 - Allocation of test materials for NCAE
  - Enclosure No. 2 - List of the Division Testing & Monitoring Officials
  - Enclosure No. 3 - School Testing Team Personnel in all Testing Centers
  - Enclosure No. 4 - Monitoring Tool of NCAE
- Below is the schedule of preparation, distribution, and retrieval of the testing materials for the administration of the NCAE.

Activity	Date	Persons involved
Preparation of the test materials	August 13, 2024 @ 1:00 PM	Division Testing Coordinator (DTC) & division testing support staff



Address: Burgos St., Poblacion Oeste, Dagupan City  
 Telephone: (075) 653-4101  
 Website: [dopeddagupan.com](http://dopeddagupan.com)  
 email: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)






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Distribution of the test materials	August 14, 2024 @ 3:00 PM	Division Testing Coordinator, division testing support staff and Chief Examiner (CE)/School Head or School Testing Coordinator (STC)
Retrieval of the test materials	August 14, 2024 @ 1:00 PM	Chief Examiner (CE)/School Head or School Testing Coordinator (STC), Division Testing Coordinator & division testing support staff

4. For the information, guidance, and compliance of all concerned.

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





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**ALLOCATION OF TEST MATERIALS FOR NCAE**

School ID	School Name	School Type	TB QTY (TB 1/TB2)	AS QTY	ENROLMENT (SY 2024-2025)
300368	Dagupan City NHS	Public	612	1224	1205
300367	Bonuan Boquig NHS	Public	300	600	518
300371	Judge Jose De Venecia Sr. Tech. Voc. SS	Public	157	314	298
500053	East Central Integrated School	Public	154	308	268
500054	Federico N. Ceralde Integrated School	Public	110	220	199
300369	Carael National HS	Public	88	176	161
500055	Pugaro Integrated School	Public	50	100	87
300370	Salapingao National HS	Public	45	90	75
400271	St. John's Cathedral School	Private	93	186	180
400270	St. Albert The Great School	Private	88	176	163
400259	Escuela De Nuestra Señora De La Salette	Private	32	64	66
412502	Genesis Advanced Intech Academy, Inc.	Private	25	50	54
412514	Northfield Academy, Inc.	Private	25	50	46
400253	St. Michael School By-The-Sea	Private	25	50	47
400265	University of Luzon	Private	23	46	44
400258	Ednas School	Private	20	40	36
400263	La Marca Academy, Inc.	Private	17	34	37
400267	Mother Goose Special School System, Inc.	Private	17	34	34
400256	Dominican School	Private	15	30	28
400260	F.Q. Duque Med foundation Special Science HS	Private	13	26	22
412509	Oakridge International School of Young Leaders	Private	13	26	18
400255	Divine Word Academy of Dagupan	Private	11	22	24
400269	Pangasinan Universal Institute	Private	11	22	20
400274	Wonderland School of Dagupan, Inc.	Private	8	16	11
412501	PAMMA Learning Center	Private	7	14	19
400266	Lyceum Northwestern University General HS	Private	6	12	12
412512	Universidad De Dagupan	Private	4	8	8
412510	PIMSAT Colleges Inc.	Private	2	4	
412511	JCCMI-Christian Academy, Inc.	Private	2	4	4
400264	Living Lights Academy Foundation, Inc.	Private	1	2	





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**NATIONAL CAREER ASSESSMENT EXAMINATION (NCAE)  
FOR GRADE 10 LEARNERS (SY) 2024-2025  
August 15-16, 2024**

Division and School Testing Personnel

**TESTING & MONITORING OFFICIALS**

Schools Division Superintendent	Dr. Rowena C. Banzon, CESO V
Asst. Schools Division Superintendent	Mdm. Anna Liza M. Chan
Chief ES, CID	Mdm. Maria Linda R. Ventenilla
Chief ES, SGOD	Dr. Edilberto R. Abalos
Division Testing Coordinator	Mr. Isagani D. Rosario

**TESTING MATERIALS DISTRIBUTION AND RETRIEVAL CENTER SUPPORT STAFF**

Joann Jimenez	Schools Division Office
Gilliane Casaclang (Documenter)	Schools Division Office
Christian Paul Espiritu (HO)	Schools Division Office
Danny Caguioa	Schools Division Office
Bruce Dela Cruz (IT)	Schools Division Office
Christine Pascua	East Central IS

SCHOOLS	MONITORING OFFICIALS
Dagupan City NHS	Jaime C. Siapno Edwin R. Ferrer
Bonuan Boquig NHS Federico N. Ceralde Integrated School	Jane T. Cajayon Alicia B. Quimboy
Judge Jose De Venecia Sr. Tech. Voc. SS East Central Integrated School	Rowena O. Lapaan Debbie C. Gan
Carael National HS Salapingao National HS	Leonarda J. Manansala Perpetua V. Barongan
Pugaro Integrated School	Isabelita N. Daroya
PRIVATE SCHOOLS	MONITORING OFFICIALS
JCCMI-Christian Academy, Inc. Northfield Academy, Inc.	Gemma M. Erfelo
Oakridge International School of Young Leaders	Cristina C. Aquino
Ednas School	Alfred B. Gonzales







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F.Q. Duque Med foundation Special Science HS Lyceum Northwestern University General HS	Ronie G. Bonao
Universidad de Dagupan St. Michael School By-The-Sea	Sheryl S. Villacorta
Escuela de Nuestra Señora de La Salette	Renata G. Rovillos
PAMMA Learning Center Wonderland School of Dagupan, Inc.	Cherry A. Cayabyab
Dominican School St. Albert the Great School	Socorro G. Dimalanta
Mother Goose Special School System, Inc. La Marea Academy, Inc.	Agnes B. Royulada
University of Luzon Pangasinan Universal Institute	Liberty G. Roxas
St. John's Cathedral School	Liezl S. Cancino
Divine Word Academy of Dagupan Genesis Advanced Intech Academy, Inc.	Isagani D. Rosario





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**LIST OF MEMBERS OF TESTING TEAMS IN ALL SCHOOL TESTING CENTERS**

<b>300367 BONUAN BOQUIG NHS</b>		<b>N=518</b>
<b>CHIEF EXAMINER</b>	MARKCONI TAROMA	
<b>SCHOOL TESTING COORDINATOR</b>	JON CAPARAS	
<b>SUPERVISING EXAMINERS</b>		
RODANTE LLAMAS (RMs. 1-10)	T. AYSON ROSARIO ES	
ELMER AMANSEC (RMs. 11-18)	JUAN L. SIAPNO ES	
<b>ROOM EXAMINERS</b>		
1. JENNIFER MALANUM	EAST CENTRAL IS	
2. FRANCIS MICU	FEDERICO N. CERALDE IS	
3. RHONA MAE CORPUZ	GENESIS ADVANCED INTECH ACADEMY	
4. RUBEN BARUELO	JUDGE JOSE DE VENECIA SR. TVSS	
5. ARVIN MANAOIS	CARAEL NATIONAL HS	
6. ROSE ANNE DE SOLA	ST. ALBERT THE GREAT SCHOOL	
7. VERONICA UBANDO	DAGUPAN CITY NATIONAL HS	
8. HAZEL JOY DE LEON	SALAPINGAO NATIONAL HS	
9. ABEGAIL BERSAMIN	ST. MICHAEL SCHOOL BY-THE-SEA	
10. JOJILL BELTRAN	DAGUPAN CITY NATIONAL HS	
11. AUBREY GEMINO	EAST CENTRAL IS	
12. SANDRA DIZO	FEDERICO N. CERALDE IS	
13. EDWARD JAMES CARVAJAL	WONDERLAND SCHOOL	
14. ALVIN NATIVIDAD	DAGUPAN CITY NATIONAL HS	
15. MARIA AURORA REYES	CARAEL NATIONAL HS	
16. RYAN DOMAGAS	LA SALETTE	
17. JAIME NICOMEDES	PUGARO IS	
18. SHIELA MAE DELOS REYES	SALAPINGAO NATIONAL HS	
<b>300369 CARAEL NATIONAL HS</b>		<b>N=161</b>
<b>CHIEF EXAMINER</b>	BERNADETTE CASTRO	
<b>SCHOOL TESTING COORDINATOR</b>	TERESA GONZALES	
<b>ROOM EXAMINERS</b>		
1. DENNIS SOLIS	DAGUPAN CITY NATIONAL HS	
2. MELANIE GUTIERREZ	ST. ALBERT THE GREAT SCHOOL	
3. JOVELYN FERNANDEZ	EAST CENTRAL IS	
4. JENNY FERNANDEZ	DAGUPAN CITY NATIONAL HS	
5. MICHAEL CABALLERO	FEDERICO N. CERALDE IS	
6. HARLYN DE LEON	ST. JOHN'S CATHEDRAL SCHOOL	
<b>300368 DAGUPAN CITY NHS</b>		<b>N= 1205</b>
<b>CHIEF EXAMINER</b>	WILLY GUIEB	
<b>SCHOOL TESTING COORDINATOR</b>	ALLELI JILL BARBERAN	
<b>SUPERVISING EXAMINERS</b>		





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1. JENNIFER FESTIJO (RMs 1-10)	WEST CENTRAL ES II
2. MA. IMELDA INFANTE (RMs 11-20)	BACAYAO SUR ES
3. SHEZYDEE AGAS (RMs 21-30)	VICTORIA Q. ZARATE ES
4. MARNELLI SONZA (RMs 31-42)	SALISAY ES
<b>ROOM EXAMINERS</b>	
1. MELANIE SANTILLAN	EAST CENTRAL IS
2. ALYSSA CASTILLO	BON. BUQUIG NATIONAL HS
3. JELAJ ESTRELLA	LNU GENERAL HS
4. ANASTACIA LAFORTEZA	BON. BUQUIG NATIONAL HS
5. JEAN KEIN AQUINO	EDNAS SCHOOL
6. CECILIA BIAY	BON. BUQUIG NATIONAL HS
7. LAURENCE CALULUT	NORTHFIELD ACADEMY, INC.
8. IRA MAE VILLACORTA	CARAEI NATIONAL HS
9. ERWIN DE NIEVA	BON. BUQUIG NATIONAL HS
10. CERYL JOY MEJIA	JUDGE JOSE DE VENECIA SR. TVSS
11. MARIA ANGELICA CO	EAST CENTRAL IS
12. MARIBEL CAYABYAB	BON. BUQUIG NATIONAL HS
13. RAYMOND MILLAPRE	ST. JOHN'S CATHEDRAL SCHOOL
14. REAGAN DE GUZMAN	EAST CENTRAL IS
15. JANICE SALVATIERRA	SALAPINGAO NATIONAL HS
16. VENUS ABULENCIA	LA SALETTE
17. VANESSA RAYOS	BON. BUQUIG NATIONAL HS
18. GILLIAN ESCANO	LA MAREA ACADEMY, INC.
19. CASANDRA SANTOS	BON. BUQUIG NATIONAL HS
20. SHAIRA MAE MENDOZA	JUDGE JOSE DE VENECIA SR. TVSS
21. HAYDEE CARPIZO	ST. ALBERT THE GREAT SCHOOL
22. RACHELLE QUEBRAL	BON. BUQUIG NATIONAL HS
23. ELVIE ROSS JISON	MOTHER GOOSE SPECIAL SCH. SYSTEM, INC.
24. BENJIE MACARAEG	EAST CENTRAL IS
25. JONHELYN DAYRIT	CARAEI NATIONAL HS
26. LADY JUVIEL BANGSAL	PAMMA LEARNING CENTER
27. ISRAEL TOMELDEN	UNIVERSITY OF LUZON
28. ROHYNA BARODI	LA MAREA ACADEMY, INC.
29. CENDERELLA TADINA	PUGARO IS
30. KRYSTAL MAE MAGSANO	DIVINE WORD ACAD. OF DAGUPAN
31. WELLA SORIANO	FEDERICO N. CERALDE IS
32. MELODY SABINIANO	JUDGE JOSE DE VENECIA SR. TVSS
33. SHEMAIAH BALMORES	ST. ALBERT THE GREAT SCHOOL
34. GLEN BRIAN SANTOS	UNIVERSIDAD DE DAGUPAN
35. CARIDAD GERALDINE ORIO	JUDGE JOSE DE VENECIA SR. TVSS
36. MICAH ELLA VELASCO	DOMINICAN SCHOOL





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37. JENNIFER DELOS SANTOS	ST. JOHN'S CATHEDRAL SCHOOL
38. JAMAICA MUSNI	BON. BUQUIG NATIONAL HS
39. MELODY BARRAMEDA	ST. ALBERT THE GREAT SCHOOL
40. MARIDEL BINIAHAN	FEDERICO N. CERALDE IS
41. MONEA QUINONES	BON. BUQUIG NATIONAL HS
<b>500053 EAST CENTRAL IS</b>	<b>N= 268</b>
<b>CHIEF EXAMINER</b>	REYMOND VILLARE
<b>SCHOOL TESTING COORDINATOR</b>	JOANNE SALAYOG
<b>ROOM EXAMINERS</b>	
1. ANTHONY ROMNICK JUNIO	DAGUPAN CITY NATIONAL HS
2. RODERICK POQUIZ	JUDGE JOSE DE VENECIA SR. TVSS
3. CHARLOTTE ANDREA PONCE	DAGUPAN CITY NATIONAL HS
4. CAROL ANN PADLAN	DAGUPAN CITY NATIONAL HS
5. MA. CARMELA ABAD	ST. ALBERT THE GREAT SCHOOL
6. DOMIE JOHN BAUZON	DAGUPAN CITY NATIONAL HS
7. ELISA PAGCALIWANGAN	DAGUPAN CITY NATIONAL HS
8. MARY GRACE ANTENOR	LA SALETTE
9. RONALYN SENTENILLAR	BON. BUQUIG NATIONAL HS
<b>500054 FEDERICO N. CERALDE IS</b>	<b>N= 199</b>
<b>CHIEF EXAMINER</b>	MARICRIS FERRER
<b>SCHOOL TESTING COORDINATOR</b>	JANICE MAGNO
<b>ROOM EXAMINERS</b>	
1. CINDY TANDOC	EAST CENTRAL IS
2. MARJONEL BERANIA	GENESIS ADVANCED INTECH ACADEMY
3. GRACE AGLEAM	DAGUPAN CITY NATIONAL HS
4. RASAVAR DOCTOLERO	JUDGE JOSE DE VENECIA SR. TECH. VOC. SS
5. ALDRIN ORTILLO	ST. MICHAEL SCHOOL BY-THE-SEA
6. JOLINA APOSTOL	DAGUPAN CITY NATIONAL HS
7. MICHAEL ANGELO GATCHALIAN	DAGUPAN CITY NATIONAL HS
<b>300371 JUDGE JOSE DE VENECIA, SR. TECHNICAL-VOCATIONAL SECONDARY SCHOOL</b>	<b>N= 298</b>
<b>CHIEF EXAMINER</b>	MEDARLO DE LEON
<b>SCHOOL TESTING COORDINATOR</b>	RICHARD CAYABYAB
<b>SUPERVISING EXAMINER (RMs 1-10)</b>	RENATO SANTILLAN (WCES I)
<b>ROOM EXAMINERS</b>	
1. VALERIANO ESCOSIO	DAGUPAN CITY NATIONAL HS
2. GRACIELLE JEAN ALBAN	MOTHER GOOSE SPECIAL SCH. SYSTEM, INC
3. MELANIE FERRER	DAGUPAN CITY NATIONAL HS
4. ANNA MARIE SOLOMON	ST. JOHN'S CATHEDRAL SCHOOL
5. JERALD PANGAN	DAGUPAN CITY NATIONAL HS
6. CLARA DELEON	BON. BUQUIG NATIONAL HS





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7. ANGELICA BARBOSO	ST. JOHN'S CATHEDRAL SCHOOL
8. PRINCESS CABISON	DAGUPAN CITY NATIONAL HS
9. SUSANA MERCADO	DAGUPAN CITY NATIONAL HS
10. RICHELE MAGALONG	JCCMI-CHRISTIAN ACADEMY, INC.
<b>500055 PUGARO IS</b>	<b>N=87</b>
<b>CHIEF EXAMINER</b>	GARY DESOLOC
<b>SCHOOL TESTING COORDINATOR</b>	MARY MIEL FORTES
<b>ROOM EXAMINERS</b>	
1. JEMMAR FERRER	DAGUPAN CITY NATIONAL HS
2. JACQUILINE BAYONA	FEDERICO N. CERALDE IS
3. BENSIN VENTURA	DAGUPAN CITY NATIONAL HS
<b>300370 SALAPINGAO NATIONAL HS</b>	<b>N=75</b>
<b>CHIEF EXAMINER</b>	BERNARDITA AZURIN
<b>SCHOOL TESTING COORDINATOR</b>	RAMIL AQUINO
<b>ROOM EXAMINERS</b>	
1. EMMANUEL TOLEDO	DAGUPAN CITY NATIONAL HS
2. JHERRY FAUSTINO	BON. BUQUIG NATIONAL HS
3. JOHN RENIESON BENITEZ	DAGUPAN CITY NATIONAL HS
<b>400255 DIVINE WORD ACADEMY OF DAGUPAN</b>	<b>N=24</b>
<b>CHIEF EXAMINER</b>	DERICK DELOS SANTOS
<b>SCHOOL TESTING COORDINATOR</b>	CHRISTINE MELENDEZ
<b>ROOM EXAMINER</b>	
1. JENALYN DE GUZMAN	EAST CENTRAL IS
<b>400256 DOMINICAN SCHOOL</b>	<b>N=28</b>
<b>CHIEF EXAMINER</b>	SIS. MARETES GALLETO, OP
<b>SCHOOL TESTING COORDINATOR</b>	KELLY JANE DELA PEÑA
<b>ROOM EXAMINER</b>	
1. JANN FRANCISCO DIOLAZO	DAGUPAN CITY NATIONAL HS
<b>400258 EDNAS SCHOOL</b>	<b>N=36</b>
<b>CHIEF EXAMINER</b>	DIERVA BERNARDO
<b>SCHOOL TESTING COORDINATOR</b>	JANETTE SORIANO
<b>ROOM EXAMINERS</b>	
1. SHERYL BORJA	DAGUPAN CITY NATIONAL HS
2. MICHELLE JUGUILON	CARAEI NATIONAL HS
<b>400259 ESCUELA DE NUESTRA SRA. DE LA SALETTE</b>	
	<b>N=66</b>
<b>CHIEF EXAMINER</b>	RUSTAN INDONG
<b>SCHOOL TESTING COORDINATOR</b>	ROBETHA-FE DE LA CRUZ
<b>ROOM EXAMINERS</b>	
1. BERNARD MACAPINLAC	JUDGE JOSE DE VENECIA SR. TECH. VOC. SS
2. CHRISTHEL JOY FERRER	UNIVERSITY OF LUZON





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3. MANELYN GALSIM	DAGUPAN CITY NATIONAL HS
<b>412502 GENESIS ADVANCED INTECH ACADEMY, INC.</b>	<b>N=54</b>
<b>CHIEF EXAMINER</b>	RODEL SOMINTAC
<b>SCHOOL TESTING COORDINATOR</b>	PRINCESS DIANA GARCIA
<b>ROOM EXAMINERS</b>	
1. MARY ANNE OCSON	BON. BUQUIG NATIONAL HS
2. JORDZ ALJUNE FERNANDEZ	DAGUPAN CITY NATIONAL HS
<b>400263 LA MAREA ACADEMY, Inc.</b>	<b>N=37</b>
<b>CHIEF EXAMINER</b>	MARIA LUCENA BUGARIN
<b>SCHOOL TESTING COORDINATOR</b>	PERCIVAL TUMANG JR.
<b>ROOM EXAMINERS</b>	
1. MA ANALYN MARMOLEJO	DAGUPAN CITY NATIONAL HS
2. ANDREA DENISE REPULES	ST. JOHN'S CATHEDRAL SCHOOL
<b>400254 LYCEUM-NORTHWESTERN UNIVERSITY GENERAL HS</b>	<b>N=12</b>
<b>CHIEF EXAMINER</b>	MA. GRACE MENCIO
<b>SCHOOL TESTING COORDINATOR</b>	ALFIE ABRIGO
<b>ROOM EXAMINER</b>	
1. MARK JOSEPH MACARAEG	DAGUPAN CITY NATIONAL HS
<b>400260 F. Q. DUQUE MED FOUNDATION SPECIAL SCIENCE HS</b>	<b>N=22</b>
<b>CHIEF EXAMINER</b>	MA. GRACE MENCIO
<b>SCHOOL TESTING COORDINATOR</b>	COURTLY LOVE SEGUNDO
<b>ROOM EXAMINER</b>	
1. ROMA JELICA GASCON	DAGUPAN CITY NATIONAL HS
<b>400267 MOTHER GOOSE SPECIAL SCHOOL SYSTEM, INC.</b>	<b>N=34</b>
<b>CHIEF EXAMINER</b>	ATTY. LEMUEL ASTADAN
<b>SCHOOL TESTING COORDINATOR</b>	MARITES UGABAN
<b>ROOM EXAMINERS</b>	
1. MIRIAN CAMPOS	DAGUPAN CITY NATIONAL HS
2. CARMELA BERNAL	DAGUPAN CITY NATIONAL HS
<b>412514 NORTHFIELD ACADEMY, INC.</b>	<b>N=46</b>
<b>CHIEF EXAMINER</b>	WILFREDA PATAWARAN
<b>SCHOOL TESTING COORDINATOR</b>	ROSALIE GABAT
<b>ROOM EXAMINERS</b>	
1. JENNILYN PAPA	DAGUPAN CITY NATIONAL HS
2. JENNY ROSE GENGOS	BON. BUQUIG NATIONAL HS
<b>412501 PAMMA LEARNING CENTER</b>	<b>N=19</b>
<b>CHIEF EXAMINER</b>	HASMIN NARCISO
<b>SCHOOL TESTING COORDINATOR</b>	JAYSON MANAOIS
<b>ROOM EXAMINER</b>	
1. RHEVEN CASTRO	DAGUPAN CITY NATIONAL HS
<b>400270 ST. ALBERT THE GREAT SCHOOL</b>	<b>N=163</b>





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<b>CHIEF EXAMINER</b>	ADELAIDA CARVAJAL
<b>SCHOOL TESTING COORDINATOR</b>	MILA MACARAEG
<b>ROOM EXAMINERS</b>	
1. MA. KASSADRA PACULAN	DAGUPAN CITY NATIONAL HS
2. NIDA BONIFACIO	EDNAS SCHOOL
3. MARIA JOAN ULANDAY	DAGUPAN CITY NATIONAL HS
4. XYRA IGNACIO	DAGUPAN CITY NATIONAL HS
5. HENRY SORAMILLOS JR.	JUDGE JOSE DE VENECIA SR. TECH. VOC. SS
6. ANGELO LADIGOON	FQD MED. FOUNDATION SPECIAL SCIENCE HS
<b>400271 ST. JOHNS CATHEDRAL SCHOOL</b>	
<b>N=180</b>	
<b>CHIEF EXAMINER</b>	RUFINA PRADO
<b>SCHOOL TESTING COORDINATOR</b>	CESAR JACOBA
<b>ROOM EXAMINERS</b>	
1. MARVELOUS VILLAFANIA	DAGUPAN CITY NATIONAL HS
2. RUBEN DE VERA	PUGARO IS
3. MARIDEL VILLANUEVA	BON. BUQUIG NATIONAL HS
4. MICHELLE ARELLANO	DAGUPAN CITY NATIONAL HS
5. LOVELY PALAGANAS	DAGUPAN CITY NATIONAL HS
6. HERBERT PEREZ	DAGUPAN CITY NATIONAL HS
<b>400253 ST. MICHAEL SCHOOL BY-THE-SEA</b>	
<b>N=47</b>	
<b>CHIEF EXAMINER</b>	RAYMOND STEPHEN BULOSAN
<b>SCHOOL TESTING COORDINATOR</b>	JOCELYN BATECAN
<b>ROOM EXAMINERS</b>	
1. LEXUS BAUTISTA	DAGUPAN CITY NATIONAL HS
2. JORELYN CUSI	BON. BUQUIG NATIONAL HS
<b>412512 UNIVERSIDAD DE DAGUPAN (UDD)</b>	
<b>N=8</b>	
<b>CHIEF EXAMINER</b>	BONNIE VIEL ICO
<b>SCHOOL TESTING COORDINATOR</b>	MICA ELLA ESTRADA
<b>ROOM EXAMINER</b>	
1. JAMAICA AUSTRIA	CARAEI NATIONAL HS
<b>400265 UNIVERSITY OF LUZON (UL)</b>	
<b>N=44</b>	
<b>CHIEF EXAMINER</b>	PETRONA AGCAOILI
<b>SCHOOL TESTING COORDINATOR</b>	TARHATA PRESTO
<b>DAGUPAN CITY NATIONAL HS</b>	
1. JACQUILINE HERRERA	FEDERICO N. CERALDE IS
2. CHRISTIAN EMMANUEL MARINAS	DAGUPAN CITY NATIONAL HS
<b>412509 OAKRIDGE INT'L SCHOOL OF YOUNG LEADERS</b>	
<b>N=18</b>	
<b>CHIEF EXAMINER</b>	IRENE DULAY
<b>SCHOOL TESTING COORDINATOR</b>	MEHELLE PRIO
<b>ROOM EXAMINER</b>	
1. MICAH ELLA CUISON	PANGASINAN UNIVERSAL INSTITUTE





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<b>400255 PANGASINAN UNIVERSAL INSTITUTE</b>		<b>N=20</b>
1. GERLIE OCSON	OAKRIDGE INT'L SCHOOL OF YOUNG LEADERS	
<b>400274 WONDERLAND SCHOOL OF DAGUPAN, INC.</b>		<b>N=11</b>
<b>CHIEF EXAMINER</b>	JEZREEL CASIPIT	
<b>SCHOOL TESTING COORDINATOR</b>	ELVIE MANAOIS	
<b>ROOM EXAMINER</b>		
1. JACQUELINE CLAVERIA	BON. BUQUIG NATIONAL HS	
<b>402511 JCCMI-CHRISTIAN ACADEMY, INC.</b>		<b>N=4</b>
<b>CHIEF EXAMINER</b>	REV. ISAMAR JOE CAMPOS	
<b>SCHOOL TESTING COORDINATOR</b>	SHERREZA-ANN LOPEZ	
<b>ROOM EXAMINER</b>		
1. DONDON SILANG	JUDGE JOSE DE VENECIA SR. TECH. VOC. SS	





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**MONITORING TOOL IN THE ADMINISTRATION OF  
NATIONAL CAREER ASSESSMENT EXAMINATION (NCAE)  
FOR GRADE 10 LEARNERS (SY) 2024-2025  
August 15-16, 2024**

School Name: \_\_\_\_\_ School ID: \_\_\_\_\_  
School Head: \_\_\_\_\_ District: \_\_\_\_\_  
School Address: \_\_\_\_\_ Division: \_\_\_\_\_

Number of Examinees									Type of School	
Enrolled			Actual			% of Test Takers			Public	Private
M	F	Total	M	F	Total	M	F	Total		

Areas	Criteria	Observed		Comments/ Observations
		Yes	No	
<b>Testing Center Requirements</b>	There is distribution room for the test materials to ensure the security and confidentiality of the test.			
	The distribution room is accessible to all testing rooms to facilitate the release and retrieval of test materials.			
	There is distribution room for the test materials to ensure the security and confidentiality of the test.			
	There are enough testing rooms to accommodate the examinees.			
	The testing rooms are well-ventilated and well lighted, and free from any kind of noise that may distract the examinees while taking the test.			
	The List of Actual Examinees are posted in each testing room.			
	The list posted are in alphabetical order, regardless of gender.			







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	The first and last rows of seats are close to the classroom walls to ensure enough spacing in between rows.			
	Seats of absentees are left vacant.			
	A comfort room is accessible to the examinees and testing personnel in the area.			
	Instructional materials/aids posted on the classroom walls are covered.			
	Each testing room have the following materials:			
	a. Test materials enough for all examinees in the room in sealed boxes/packs			
	b. Table and chair for the Room Examiner			
	c. Enough seats for the examinees			
	d. Name grid			
	e. Board work			
	f. Pencils			
	g. Extra sheet of paper for computation			
	There is visible presence of PTA Officials, Barangay Officials, Barangay Tanod and PNP to provide assistance, support and security			
<b>Test Accommodations for Learners with Special Needs</b> (DepEd Order 25, s. 2016)	There is a separate, accessible testing room for learners with special needs (those with difficulty in seeing, hearing, remembering/concentrating, walking/ moving/climbing steps, communicating) situated at the ground floor near clean and accessible restrooms			
	The time allotment for taking the test is doubled. This is to give them ample time to read and answer the test.			
	The school implements flexible rules such as allowing test takers to stand up once in a while or get out of the			



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 email: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)





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	room for those who have difficulty concentrating.			
	There is a designated personal assistant to help those with difficulty walking/ moving/climbing steps.			
	There is a qualified sign language interpreter who shall ensure that all spoken instructions during testing are adequately interpreted to those who have difficulty hearing.			
	There are alternative test formats (Braille, large print, audio, electronic).			
	There are alternative response formats such as oral type wherein an examiner reads the test items and a scribe shades the answers in the scannable Answer Sheet for examinees with difficulty seeing.			
	There are appropriate test furniture such as table and chair.			
<b>Test Administration</b>	The test is administered to target learners in the public and private schools.			
	Examinees are alphabetically arranged regardless of gender.			
	Each examinee has a Learner Reference Number (LRN).			
	Rooms are arranged with six rows by five lines of armchairs.			
	A maximum of 30 examinees per testing room is seated in alphabetical order.			
	The seats are spaced far enough from each other to discourage unnecessary talking among examinees.			
	To monitor the going in and out of the testing room, only one door is kept open.			



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	All examinees are provided with their own test booklet and answer sheet.			
	The examinees used pencils and blank sheets of paper for computation purposes.			
	All belongings of the examinees are placed in front.			
	Electronic devices such as calculator and mobile phones are not allowed in the testing room.			
	The room examiner conducts orientation in taking the test to the examinees.			
	The room examiner allows the examinees to go out of the testing room to attend to personal needs, if necessary, before distributing the test materials.			
	The examinee received two sheets of AS with the same serial number.			
	The following form is in the possession of the room examiner:			
	• Form 1-List of Examinees			
	• Form 2-Seat Plan			
	• Form 3-Test Materials Accounting Form			
	• Form 7-Room Examiner's Test Administration Evaluation Report			
	• Information in the room Examiner's Transmittal Report Envelope (ETRE), e.g. number of registrants and actual examinees			
	• Time record (copy of the board work with the actual time record)			
	Used ASs are arranged consecutively by Examinee Number and are placed inside the original plastic bags.			
<b>Retrieval of the Test Materials</b>	The Chief Examiner does the following:			
	• Collects and accounts all ETREs with the assistance of the School			





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	Testing Coordinator/Room Supervisor.			
	• Arranges and bundles the ETREs accordingly			
	• Accounts all TBs returned by the Room Examiners.			
	• Requires the Room Examiners to affix their signature in the Form 3 after the Test materials have been accounted for.			
	• Accomplishes Form 5- TB Quantity and Completeness Verification Sheet and Form 6-AS Quantity and Completeness Verification Sheet.			

**General Findings/Observations/Problems Encountered:**

**Actions Taken:**

**Recommendations:**

Monitored by: \_\_\_\_\_

Conforme: \_\_\_\_\_

Date Signed: \_\_\_\_\_

\_\_\_\_\_  
School Head/Principal



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