



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

DepEd SDO Dagupan City
SCHOOLS OFFICE

OCT 10 2024
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Office of the Schools Division
Superintendent

October 2, 2024

DIVISION MEMORANDUM

No.: 406, s. 2024

**CREATION OF A DIVISION TECHNICAL WORKING GROUP (TWG)
IN-CHARGE OF THE PROGRAM FOR INTERNATIONAL
STUDENT ASSESSMENT (PISA) 2025**

To: Assistant Schools Division Superintendent
Chiefs of Functional Divisions - CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Public and Private Secondary School Heads
All others concerned

1. As part of DepEd's preparations for the 2025 Programme for International Student Assessment (PISA), this Office hereby announces the creation of a Division Technical Working Group (TWG) responsible for the Program for International Student Assessment (PISA).
2. The TWG members listed in the enclosure are tasked with fulfilling their respective roles and responsibilities related to the Program, as outlined in their designated duties and functions. Secondary schools are encouraged to establish their own School PISA TWG, with the School Head serving as the lead.
3. All identified learners among the target test takers must be given immediate necessary intervention/remediation. A list of participating schools with their corresponding 15-year-old test takers can be accessed via the drive: <https://tinyurl.com/SDO-Dagupan-City-PISA2025>
4. Furthermore, all concerned personnel are encouraged to actively participate in the various pre-PISA initiatives.
5. Immediate dissemination of and compliance with this Memorandum are hereby directed.

ROWENA E. BANZON EdD, CESO V
Schools Division Superintendent



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Enclosure 1

**DIVISION LEVEL TECHNICAL WORKING GROUP (TWG) IN-CHARGE OF THE
PROGRAM FOR INTERNATIONAL STUDENT ASSESSMENT (PISA) 2025**

Name	Role	Duties
Rowena C. Banzon	Chairperson	Provides overall leadership and strategic direction in the administration of PISA. Oversees coordination with higher offices and ensures compliance with PISA guidelines and standards.
Anna Liza M. Chan	Assistant Chairperson	Assists the Chairperson in managing the operations of the TWG and facilitates communication between key stakeholders.
Maria Linda R. Ventenilla	Program Lead	Leads the implementation of the Division PISA Initiatives and ensures alignment with the PISA framework.
Edilberto R. Abalos	Co-Lead	Assists in the implementation of the Division PISA Initiatives and ensures alignment with the PISA framework.
Renata G. Rovillos	Member	Ensures that learning resources, materials, and assessment tools are available and properly distributed to participating schools and students. Oversees the allocation and use of funds, equipment, and other resources necessary for the conduct of the assessment.
Cherry A. Cayabyab	Member	Ensure appropriate learning resources and professional
Ronie G. Bonaio	Member	



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Agnes B. Royulada	Member	development initiatives are provided for effective assessment administration. Provide in-depth expertise in relevant learning areas to enhance the quality of PISA questions developed by the division. Ensure that all division-developed PISA questions are fully aligned with the overarching theme of the 2025 PISA assessment.
Irish Solis	Member	
Joann L. Jimenez	Member	Monitor the readiness of schools in the SDO for the PISA administration in coordination with the school heads and district supervisors. Oversees the collection, analysis, and interpretation of data relevant to PISA
Isagani G. Rosario	Member	
Reynante Infante	Member	Supports the SDO in technology integration and utilizing data to inform instructional practices and improved students' learning outcomes. Upgrades and/or provides technical assistance in the maintenance of all School LMS Facilities
Edwin R. Ferrer	Member	Provides direct oversight and instructional support in the implementation of the PISA at the district level, ensuring proper coordination between schools.
Medarlo V. De Leon	Member	Oversee the preparation of learners and teachers for PISA, ensuring that they are familiar with the assessment
Willy U. Guieb	Member	
Reymond N. Villare	Member	
Markconi F. Taroma	Member	



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Bernadette B. Castro	Member	framework and expectations. Ensure the availability of and readiness of facilities and materials needed for the PISA administration, such as testing venues, resources, and equipment.
Bernardita P. Azurin	Member	
Maricris P. Ferrer	Member	
Gary B. Desoloc	Member	
Gim V. Calulut	Secretariat	Serve as the primary point of contact between the TWG members, stakeholders, and external agencies involved in the PISA assessment preparation. Manage scheduling and logistics for meetings, workshops, and events related to PISA preparation. Maintain accurate records of meeting minutes, decisions, and action items, and ensure timely distribution of these documents to TWG members.
Marife Mercado	Secretariat	
Arianne Ollado	Secretariat	
Carla Jean Fernandez	Secretariat	

Overall Division Responsibilities:

1. Conduct capacity-building workshops on aligning formative and summative assessments with PISA/HOTS-SOLO items.
2. Create and maintain an assessment database of quality-assured, PISA-aligned, HOTS-SOLO items that are ready for sharing.
3. Train teachers on effective PISA-aligned teaching strategies.
4. Administer division-wide mock PISA tests to assess readiness.
5. Facilitate pre-and post-tests to track progress and identify areas for improvement.
6. Support schools in conducting technology familiarization sessions for PISA-related assessments.
7. Ensure the availability and completeness of digital facilities required for the smooth conduct of PISA.
8. Conduct regular meetings to monitor progress and address any challenges encountered during preparations.



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9. Develop a comprehensive Division PISA 2025 timeline, incorporating relevant activities at both the school and division levels.

Overall School Responsibilities:

1. Monitor the schools' progress in PISA preparations and promptly report any issues to the appropriate authorities.
2. Ensure that all logistical, instructional, and administrative preparations are in place for the smooth conduct of PISA.
3. Coordinate orientation and training sessions with relevant stakeholders, including school heads and teachers, related to PISA implementation.
4. Oversee the collection and timely submission of necessary documents and reports required for PISA administration.
5. Conduct regular meetings to evaluate progress and address any challenges encountered during the preparation process.
6. Integrate PISA-type questions into regular classroom assessments to help students develop critical thinking, problem-solving, and analytical skills.
7. Organize school review sessions focused on PISA 2025 themes and content areas.
8. Facilitate technology familiarization sessions for learners to ensure they are comfortable with digital assessments.
9. Conduct test-taking skills training for students, including strategies for time management and stress reduction during exams.