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REHIYON V

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

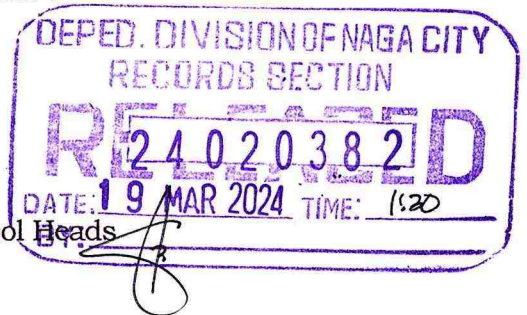
March 18, 2024

DIVISION MEMORANDUM

No. 96, s. 2024

**ADMINISTRATION OF THE EARLY LANGUAGE, LITERACY, AND NUMERACY ASSESSMENT (ELLNA), NATIONAL ACHIEVEMENT TEST FOR GRADE 6 (NATG6), AND NATIONAL ACHIEVEMENT TEST FOR GRADE 12 (NATG12) FOR SCHOOL YEAR 2023-2024**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
CID and SGOD Personnel  
OSDS Unit Heads  
Public and Private Elementary and Secondary School Heads  
All Others Concerned



1. The Department of Education (DepEd) through the Bureau of Education Assessment (BEA) will administer the **Early Language, Literacy, and Numeracy Assessment (ELLNA), National Achievement Test for Grade 6 (NATG6), and National Achievement Test for Grade 12 (NATG12) for School Year 2023-2024**, pursuant to DepEd Order (DO), s. 2016, titled Policy Guidelines on the National Assessment of Student learning for the K to 12 Basic Education Program within the following testing dates:

Assessment Program	Test Administration Schedule	Target Participants/Test Takers
NATG12	March 20-21, 2024	Census: Public and private schools Census: Current Grade 12 learners of SY 2023-2024
NATG6	April 5, 2024	Census: Public and private schools Sampling: Current Grade 6 learners of SY 2023-2024
ELLNA	April 17, 2024	Census: Public schools only Census: Current Grade 3 learners of SY 2023-2024

2. The three assessment programs will be administered on a paper-based modality to all regional offices (ROs), school division offices (SDOs), and schools.

3. The ELLNA will be administered to determine if students are meeting the learning standards in early language, literacy and numeracy. The test is in a

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multiple-choice item format. Moreover, English, Filipino, and Mother Tongue shall be the languages for this assessment.

4. The NATG6 and NATG12 are exit assessments under the national assessment framework of the K to 12 Basic Education Program. These tests are designed to determine if Grade 6 and Grade 12 learners are meeting the learning standards in the Elementary and Senior High School (SHS) curriculum. The exit assessments shall cover **21<sup>st</sup> Century Skills** (Problem-Solving, Information Literacy, and Critical Thinking) using learning areas in English, Mathematics, Science, Filipino, and Araling Panlipunan as content in NATG6, and the core SHS learning areas of Science, Philosophy, Language and Communication, Media and Information Literacy, Mathematics, Humanities, Wika at Komunikasyon, and Social Science in NATG12. The test design is progressive in nature wherein test items measure varying levels of skills in a multiple-choice format using English and Filipino languages.

5. The Matrix of activities are reflected below:

<b>Date</b>	<b>Activities</b>	<b>Person Involved</b>
March 19, 2024	Preparation of Test Materials NATG12	Division Testing Coordinator Chief Examiner
March 20, 2024 5:00 a.m. SDO-CID Office	Distribution of Test Materials	School Testing Coordinator Room Examiner Support Staff
March 20-21, 2024	Administration of NATG12	Technical Working Group BEA Representative
March 21, 2024	Retrieval of Test Materials and Other NATG12 Documents Final Packing and Sealing of Material for BEA Submission.	RO Monitoring Team
April 1-2, 2024	Preparation of Test Materials NATG6	
April 5, 2024 5:00 a.m.	Distribution of Test Materials  Administration of NATG6	
April 5, 2024	Retrieval of Test Materials and Other NATG6 Documents Final Packing and Sealing of Material for BEA Submission.	
April 14-15, 2024	Preparation of Test Materials for ELLNA	
April 17, 2024 5:00 a.m.	Distribution of Test Materials Administration of ELLNA	
April 17, 2024	Retrieval of Test Materials and Other ELLNA Documents Final Packing and Sealing of Material for BEA Submission.	


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6. Health and safety protocols must be followed in all activities related to the national test administration.
7. The list of schools, test administrators, monitoring supervisors, technical working group, and other details are found in the enclosures attached to this memorandum.
8. Expenses relative to the conduct of the activity shall be charged against Downloaded Support Fund, Division MOOE, School MOOE, and other local funds subject to the usual accounting and auditing rules and regulations.
9. Immediate dissemination of this Memorandum is desired.

For: 

**SUSAN S. COLLANO CESO V**  
Schools Division Superintendent

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Enclosure No. 1 D.M.No. \_\_\_\_,s. 2024

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A. Details of the Administration of NATG12

Public Secondary Schools

SCHOOLS	TOTAL TEST ALLOCATION	DATE OF EXAMINATION	NO. OF TESTING ROOMS	NO. OF ROOM EXAMINER COMING FROM	NO. OF ROOM SUPERVISOR COMING FROM
1.Camarines Sur National High School	1,552	<b>Day 1 A.M. - March 20, 2024 (4 hours)</b> Time: 7:00 a.m. -12:30p.m.	52	9 NCSHS 20 Ateneo 16 UNC 7 NCF	5 NCSAT
2.Cararayan National High School	256	<b>Day 2 A.M. - March 21, 2024 (4 hours)</b> Time: 7:00 a.m. -12:30p.m.  <b>Swapping scheme (within the testing room)</b> 1 pack of TBs - TB1 - 15 pcs. - TB2 - 15 pcs.	9	9 Concepcion Pequena NHS	
3.Carolina National High School	152		6	6 Leon Q. Mercado HS	
4.Concepcion Pequena National High School	148		5	5 Del Rosario NHS	
5.Naga City Science High School	214		8	8 CSNHS	
6. Naga City School of Arts and Trades	336		12	12 Tinago NHS	1 Tinago NHS
7. Tinago National High School	222		8	8 NCSAT	
8. Leon Q. Mercado High School	72		3	3 Carolina NHS	

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9. Del Rosario High School	43		2	2 Cararayan NHS	
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**Private Schools**

SCHOOLS	TOTAL TEST ALLOCATION	DATE OF EXAMINATION	NO. OF TESTING ROOMS	NO. OF ROOM EXAMINER COMING FROM	NO. OF ROOM SUPERVISOR COMING FROM
1.AMA Computer College	38	<b>Day 1 A.M. - March 20, 2024 (4 hours)</b>	2	2 Tinago NHS	
2.AMA CLC	1,038	Time: 7:00 a.m. -12:30p.m. <b>Day 2 A.M. – March 21, 2024 (4 hours)</b> Time: 7:00 a.m. -12:30p.m.	35	10 Carolina NHS 10 Leon Q. Mercado Concepcion Pequena 5 NCSAT 5 USI	3 Naga City Science High School
3.Computer Communication Development	72	<b>Swapping scheme</b> (within the testing room) 1 pack of TBs	3	2 AMA Computer Learning Center	
4.MARINERS' POLYTECHNIC COLLEGES	30	- TB1 – 15 pcs. - TB2 - 15 pcs.	1	1 Tinago	
5.STI College	30		1	1 Mountview	
6.WRI Colleges	30	<b>Day 1 A.M. - March 20, 2024 (4 hours)</b>	1	1 Arborvitae Plains Montessori	
7.Global Site for I.T.Studies	72	Time: 7:00 a.m. -12:30p.m.	3	3 AMA Computer Learning Center	
8.Mountview College	8	<b>Day 2 A.M. – March 21, 2024 (4 hours)</b>	1	1 STI	
9.LOGICZ Computer Training Center,Inc	58	Time:	2	1 AMA Computer Learning Center	

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10. Arborvitae Plains Montessori, Inc	12	7:00 a.m. -12:30p.m.  <b>Swapping scheme</b> (within the testing room) 1 pack of TBs - TB1 – 15 pcs. - TB2 - 15 pcs.	1	1 Concepcion NHS	
11. Ateneo de Naga University	580		20	20 Camarines Sur National High School	
12. Naga College Foundation, Inc	536		18	10 Camarines Sur National High School 8 Cararayan NHS	1 NCSAT
13. Naga Hope Christian School, Inc	46		2	2 Naga Parochial School	
14. Naga Parochial School	28		1	1 Naga Hope Christian School	
15. Naga View Adventist College, INC.	54		2	2 Carolina NHS	
16. Saint Joseph School	54		2	2 STI	
17. Unibersidad de Sta. Isabel	222		8	8 Cararayan NHS	
18. University of Nueva Caceres	366		13	13 Camarines Sur National High School	1 Camarines Sur National High School
19. Holy Rosary Minor Seminary	48		2	2 LOGICZ Computer Training Center	
20. Brentwood College of Asia International School	4		1	1 STI	

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21. Archangel St. Michael Academy, Inc	52		2	Mariners Polytechnic Colleges	
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A. Details of the Administration of NATG6

**Public Schools**

SCHOOLS	TEST ALLOCATION	DATE/SCHEDULE	TOTAL NUMBER OF ROOMS	NO. OF ROOM EXAMINER COMING FROM	NO. OF ROOM SUPERVISOR COMING FROM
1. Triangulo Elementary School	10	April 5, 2024 Half-day only 2 hours 40 minutes	1	Tinago CS	
2. Tabuco Central School	54		2	Mabolo ES	
3. Sta. Cruz ES	26		1	Sabang ES	
4. Sabang ES	42		2	Sta. Cruz ES	
5. Mabolo ES	28		1	Tabuco CS	
6. Jose Rizal ES	10		1	Triangulo ES	
7. Calauag ES	30		1	Dr. Domingo Abcede ES	
8. Rosario V. Maramba ES	30		1	Pacol ES	
9. Naga CS II	56		2	NCS 1	
10. Naga CS 1	78		3	Calauag ES	
11. DR. Domingo G. Abcede ES	28		1	NCS 2	
12. Naga City SPED Center	2		1	NCS I	
13. Grandview ES	28		1	Pacol ES	
14. Morada Ramos ES	4		1	R.V. Maramba ES	
15. Yabu ES	4		1	Panicuason ES	
16. San Isidro ES	20		1	Morada Ramos ES	

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17.San Rafael ES SPED Center	22	April 5, 2024 Half-day only 2 hours 40 minutes	1	Balatas ES
18.Don Manuel I. Abella CS	56		2	San Rafael ES SPED Center
19.Panicuason ES	14		1	San Isidro ES
20.Pacol ES	18		1	Yabu ES
21.Carolina ES	20		1	R.V. Maramba ES
22. Teodora Moscoso ES	6		1	Mac Mariano ES
23.Mac Mariano ES	26		1	Don Manuel I. Abella ES
24.Villa Grande Homes ES	10		1	Villa Corazon ES
25.Villa Corazon ES	6		1	Villa Grande Homes ES
26.Julian B. Meliton ES	52		2	Grandview ES
27. Del Rosario ES	14		1	Balatas ES
28.Concepcion Grande ES	30		1	Julian B Meliton ES
29. Tinago ES	18		1	Villa Corazon ES
30.Balatas ES	14		1	Del Rosario ES
Total				

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Private Schools

SCHOOLS	TEST ALLOCATION	DATE/SCHEDULE	TOTAL NUMBER OF ROOMS	NO. OF ROOM EXAMINER COMING FROM	NO. OF ROOM SUPERVISOR COMING FROM
1.Naga View Adventist College, INC	8	April 5, 2024 Half-day only 2 hours 40 minutes	1	Carolina ES	
2. Brentwood College of Asia International School	6		1	Trianggulo ES	
3. Sta. Rafaela Maria School of Naga City, INC.	10		1	Sabang ES	-
4.Naga City Montessori, INC.	18		1	R.V. Maramba ES	-
5. Minds That Matter Tutorial, and Learning Center	36		2	NCS 1	-
Mary Nymph Montessori School	14		1	Calauag ES	-
6.Cherubs of St. John Educational Center	14		1		-
7. CAMACOP Naga Learning Center	10		1	Tinago ES	
8. Maranatha Christian Academy of Naga	20		1	Mabolo ES	
9. American School of English, Math and Science, INC.	10		1	Pacol ES	
10. University of Nueva Caceres	14		1	NCS 2	
11. Universidad De Sta. Isabel	10	1	NCS 1		

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12. The Mary BREE Village Montessori School	6		1	Tinago ES	
13. Saint Joseph School	14		1	Jose Rizal ES	
14. Naga Seventh Day - Adventist ES, INC.	6		1	Mac Mariano ES	
15. Naga Parochial School	14		1	Jose Rizal ES	
16. Naga Hope Christian School, Inc.	4		1	J.B. Meliton ES	
17. Naga College Foundation, INC.	6		1	NCS 1	
18. Naga City Montessori School, INC.	8		1	Tinago ES	
19. Montessori Children's House of Learning	8		1	Dr. Domingo Abcede ES	
20. Blessed Lights INT'L Christian Academy (BLICA)	4		1	J.B. Meliton ES	
21. Ateneo De Naga University	28		1	Sta. Cruz ES	
22. Arborvitae Plains Montessori, INC.-Main Campus	2		1	Tinago ES	
23. Joseph Gualandi School for Hearing Impaired	16		1	Balatas ES	
24. Bicol Central Academy	4		1	Del Rosario ES	
TOTAL					

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**C. LIST OF MONITORING PUBLIC SCHOOLS DISTRICT SUPERVISORS**

Schools	Supervisors	Terms of Reference
Camarines Sur National High School Leon Q. Mercado High School Carolina National High School Logicz Computer Center AMA Computer College Naga City, Inc. AMA Computer Learning Center Archangel Saint. Michael Academy, Inc. Global Site for I.T. Universidad de Sta. Isabel All Elementary Schools under their District	OIC-PSDS Fernando Carandang PSDS Ramil S. Pederio PhD	Monitor the attendance of the chief examiners, room examiners, room supervisors, and learners. Monitor the conduct of the assessment of National Achievement Test for Grade6 and Grade 12 Monitor the duties and function of the school testing staff/personnel. Prepare a brief report of the conduct of ELLNA, NATG6, and NATG 12 and submit to the DTC.
Cararayan National High School Tinago National High School All Elementary Schools under their District	PSDS Teresita Irma S. Dy-Cok, PhD	
Concepcion Pequena National High School Naga City Science High School Naga City School of Arts and Trades MARINERS' POLYTECHNIC COLLEGES Saint Joseph School Naga Hope Christian School Del Rosario High School All Elementary Schools under their District	PSDS Mary Ann A. Papica EdD PSDS Joretze Carandang, PhD	
Brentwood College STI College Mountview College, Inc. All Schools under their District	PSDS Dante Santelices Ed.D	
Arborvitae Plains Montessori, Inc.	PSDS Margerie Bathan	

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Naga Parochial School Holy Rosary Minor Seminary All Schools under their District		
Naga View Adventist College, Inc Ateneo de Naga University All schools under their District	PSDS Gina Bobis PhD	
Naga College Foundation WRI College All schools under their District	PSDS Benedik Waren R. Ubante	
University of Nueva Caceres All schools under their Districts	PSDS Emelyn Brofas	

D. NATG12 TECHNICAL WORKING GROUP

<b>SUSAN S. COLLANO CESO V</b> Schools Division Superintendent Over-All Chairman	
<b>FERNANDO C. MACARAIG</b> Assistant Schools Division Superintendent Co-Chairman	
ANNA LIZA F. ABULOC Ph.D CID Chief MICHAEL A. Del ROSARIO OIC-SGOD Chief MARY ANN ROSAURO Administrative Officer	To oversee the duties and functions of the personnel under their functional division.
Atty. MICHAEL NOE B. DIZON OIC-Legal Officer	Serve as consultant on legal matters relative to the assessment.

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<b>TESTING PERSONNEL, TECHNICAL WORKING GROUP, AND SUPPORT STAFF</b>	
EMMA B. NAGUNA Division Testing Personnel (CID)	Serve as the overall supervisor in the conduct of NATG12. Oversee the test administration, including the re-allocation of test materials. Coordinate the activity between BEA and schools. Ensure the adherence of testing personnel to the NAT and ELLNA security measures. Ensure the implementation of health and safety protocol.
NANCY A. MORADA	Assist the DTC in the conduct of NATG G6, and NATG12 in private schools within the division. Provide Assistance in the test administration. Coordinate the activity between the division and private schools Ensure the adherence of testing personnel to the NAT security measures.
SALVE VERONA EDNA PORTERIA MARY ANN ENCILA (OSDS)	To facilitate and process all financial matters relative to the conduct of the assessment.
EPS NOEL BALARES	Facilitate the random sampling of the learners. Ensure the correctness of the data.
EPS HERMAN BOBIS EPS NOEL BALARES EPS JARME TAUMATORGO EPS ELVIN MONROY	Conduct ocular inspection of the testing room of public and private schools.
EPS JOSEFINA DLC. SOLIS EPS CESAR ARRIOLA EPS CORAZON FATIMA SILERIO MARGIE TUY HELEN ARAGON	Manage the allocation of TBs and Answer Sheets. Facilitate the release and receiving of testing materials at the Division level. Ensure the completeness of Test Materials

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MICHELLE LO KRISTINE MARIE IGNACIO	
Dr. JOANNE SEBASTIAN Nurse HAZEL ROSE SUMPAY	Ensure adherence on health and safety protocols.
JOHN MARK DE GUZMAN BENJIE REAPOR	Ensure the set-up of strong connectivity of internet for DTC coordination between RTC and BEA.
MA. TERESITA RENTOY	Facilitate the evaluation of the activity.
SCHOOL HEADS	Responsible for managing the conduct of NAT and ELLNA in the school with the assistance of the Division Testing Coordinator. Ensure <b>100%</b> student and school participation by conducting orientation to students, parents, and school staff. Provide mechanisms to gain support from stakeholders for the conduct of the NATG6, NATG12 and ELLNA in the school. Assist the Room Examiner in validating the identity of examinees on testing day.
ROOM SUPERVISORS	Assist the chief examiner in the administration of the National Achievement Test and ELLNA. Supervise the test administration. Assist the CE in monitoring that all testing personnel strictly adhere to the handbook and guidelines.
ROOM EXAMINERS	Administer the test to the learners. Receive, check and secure all test materials and associated forms given by BEA Familiarize oneself with the testing procedures. Coordinate closely with the school head for assessment plan. Maintain security and confidentiality of assessment materials. Validate the identity of examinees with the assistance of the School Head.

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DENNIS RODRIGUEZ MANUEL LUNA	Facilitate the final packing of testing materials at Division Level
SANSHINE REPOTENTE EDNA MARIE BANTA	Facilitate the attendance of the working committees. Prepare the program for the orientation.
RICKY RODRIGUEZ	Serve as Division Driver.

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