



February 4, 2019

DIVISION MEMORANDUM

No. 10, s. 2019

2018 ACCREDITATION AND EQUIVALENCY (A&E) TEST REGISTRATION AND ADMINISTRATION

TO : Asst. Schools Division Superintendent
Chiefs, CID & SGOD
Education Program Supervisors
Public School District Supervisors
Education Program Specialists - ALS
Public Elementary and Secondary School Heads
District ALS Coordinators
All Other Concerned

FROM : **DR. ROMMEL C. BAUTISTA, CESO V**
Schools Division Superintendent

1. Pursuant to DepEd Memorandum No 006, s. 2019, **2018 Accreditation and Equivalency Test**, this Office will administer the said activity on **February 24, 2019** at **San Jose National High School** at 7:00 o'clock in the morning.
2. Orientation of all Division Testing Staff, Chief Examiners, Room Supervisors and Room Examiners will be held at San Isidro Elementary School on February 20, 2019, Wednesday at 9:00 in the morning. **Attendance is a must.**
3. The following shall be discussed in the said orientation:
 - a. proper conduct/administration of the test;
 - b. standard procedure in test administration;
 - c. assigned room supervisors/room examiners;
 - d. security of test paraphernalia; and
 - e. updating of school records.



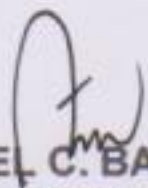
4. Registrants for the A&E are advised to prepare the following data:
 - a. Number of times the Examinee has taken the A&E Test
 - b. Region and Division Code where the Examinee finished the ALS program
 - c. LRN
 - d. Type of community where the Examinee is permanently residing
 - e. Birth date
 - f. Date of ALS program completion
 - g. ALS Delivery Mode (this is also applicable to Non-ALS Examinees)
 - h. ALS Learning Materials
 - i. Program Provider (DepEd, Private Institution. Etc.)
 - j. Highest grade level passed (without incomplete or back subject) in formal school
 - k. Work experience

6. To ensure the proper implementation of the set guidelines in the administration of the A&E monitoring officials from the region and division office will visit the testing centers to provide technical assistance in the conduct of the said test.

7. Enclosures are attached to this Memorandum for your reference:
 - a. Enclosure No. 1 - Executive Committee
 - b. Enclosure No. 2 - Registration and Test Administration Guidelines and Procedures
 - c. Enclosure No. 3 - Registration Form to be accomplished personally by the applicant

8. Full support and cooperation of all concerned personnel in the administration of the said national test is enjoined.

9. Immediate and wide dissemination of this Memorandum is desired.


DR. ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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Enclosure No. 1 to Division Memorandum No. 10, s. 2019

EXECUTIVE COMMITTEE

- Chairperson: DR. ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent
- Vice-Chair: DR. GLORIA C. ROQUE
OIC, Asst. Schools Division Superintendent
- Members: LITO A. PALOMAR, OIC-Chief, CID
ANSELMO C. CELESTE, EPS I-MAPEH
PRISCILLA V. SALO, EPS I-LRMS
MYRNA BAUTISTA, EPSA
RANITO GALLEGO, EPSA

MEMBERS OF THE TESTING STAFF

Assignment	Name of Personnel-in-Charge	Venue/Location
Chief Examiner	Myra Villareal	San Jose National High School
Room Supervisors	Myrna Bautista Jonathan Canales Hobert Orque Jochim Dagsa Leo Suyom	
Testing Staff	Bernadette Patag Melchor Naval Raymond Villaraza Armand Eric Caasi	
Chief Examiner	Ranito Gallego	BJMP, San Jose, Antipolo City
Room Examiners	Percival Andrade Delio Pitpit Marcos Cardino Joselyn Pitpit Argie Ros	