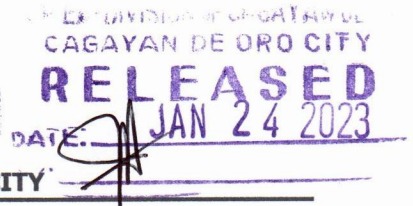




Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

January 23, 2023

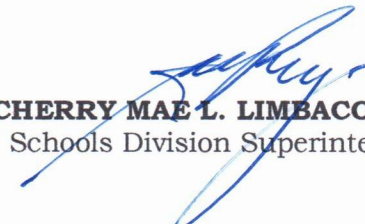
DIVISION MEMORANDUM

No. 22 s. 2023

ONSITE MONITORING ON SCHOOL READINESS FOR THE
ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST
FOR GRADE 12 (NAT G12) FOR SY 2022-2023

TO: Assistant Schools Division Superintendent
Chief Education Supervisor - CID
Chief Education Supervisor – SGOD
Public Schools District Supervisors
Division Testing Coordinator
School Heads, Public Secondary Schools
School Heads, Private Secondary and Senior High Schools

1. In preparation for the **administration of the National Achievement Test for Grade 12 (NAT G12)** on **January 30-31, 2023**, all public and private schools offering Senior High School (SHS) Program shall be visited by the Division Monitoring Team on January 25 and 30, 2023. The said visit shall be focused on the school's readiness and preparations for the administration of the NAT G12.
2. As the NAT G12 examination date falls on class days, time-on-task policy shall be observed. Measures shall be adopted to ensure that classes in the other grade levels not involved in the test are delivered, either face to face or through distance learning modality.
3. The same division monitoring team and the respective Public Schools District Supervisors shall conduct the monitoring of the actual administration of NAT G12. Attached is Enclosure 1 for the Division Monitoring Team.
4. Attached is Enclosure 2 for the checklist on preparations to be monitored for your information and guidance.
5. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all concerned regardless of age, gender, sexual orientation, disability, religion and ethnicity.
6. Immediate dissemination and compliance to this memorandum is required.


CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

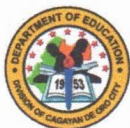


Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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Encl: as stated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

TESTING BASIC EDUCATION EXIT ASSESSMENT (BEEA)/NAT G12

 ECHR/DM-Testing
January 23, 2023



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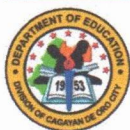
Enclosure 1. Division Monitoring Team for January 25 and 30, 2023

District	Monitoring Team Members	Schools to be monitored
East I & East II	Rosalio Vitorillo Helen Lucman Romeo Aclo With District Supervisors on Jan 30: Milagros Recamadas, Paraida Orangot	Christian Samaritan – Puerto Sacred Heart of Jesus Montessori School Capitol University Basic Education COC-PHINMA Puerto Branch Iligan Computer Institute CDO Branch Monark Foundation Inc. King of Zion School USTP Gusa Regional Science High School Gusa NHS – Cugman Annex Lapasan NHS East Gusa NHS Gusa NHS – FS Catanico Annex Agusan NHS Tablon NHS Bugo NHS Balubal NHS Puerto NHS
South & North I	Jerly Eluna Juan Mingo Derrold Marl Aves Michael Dave Tan With District Supervisors on Jan 30: Margie Andrade Jinky Arnejo	AMA Computer College Southern de Oro Philippine College St. Mary's School Little Me Academy Corpus Christi School – Macasandig The Fisher Valley Academy Oro Christian Grace School Nanuri International School Angeles Sisters NHS Macabalan NHS Puntod NHS CDONHS SHS Indahag NHS Camaman-an NHS Macasandig NHS
West I & West II	Ray Maghuyop Mark Gabule Jean Loquillano Jairus Gochuco With District Supervisors on Jan 30: Anita Gochuco Marife Ramos	COC-PHINMA Carmen Summer Hill School Liceo de Cagayan University Merry Child School Golden Heritage Polytechnic College Immanuel Mission School Informatics Computer College Blessed Mother College Westshire Academy Carmen NHS CDONHS – Balulang Annex Bulua NHS Canitoan NHS PN Roa Sr HS Iponan NHS



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		Iponan NHS – San Simon Annex Pagatpat NHS
Southwest I, Southwest II & Uptown Private schools	Sylvio Carciller Joel Potane Roy Lumban With District Supervisors on Jan 30: Cynthia Yañez Rosalio Vitorillo	Rosevale School Xavier University Corpus Christi School – Pueblo Lumbia NHS Mambuaya NHS Mambuaya NHS – Bayanga Annex Taglimao NHS Taglimao NHS – Besigan Annex Tagpangi NHS Tagpangi NHS – Tuburan Annex Mambuaya NHS – Dansolihon Annex Taglimao NHS – Tumpagon Annex Tignapolaon NHS Lumbia NHS – Pagalungan Annex Pigsag-an NHS Man-ai NHS
Central & North II	Jean Macasero Eleanor Rollan Ryan Blanco With District Supervisor on Jan 30: Shirley Merida	STI College Vineyard International Polytechnic School Lourdes College Montessori de Oro Pilgrim Christian College Shekinah Glory Christian Academy ABCCA Christian Samaritan -Divisoria Bayabas NHS Kauswagan NHS Bonbon NHS



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Enclosure 2. Checklist on School Readiness for the NAT G12 Administration

INDICATOR	EVIDENT	NOT EVIDENT	TECHNICAL ASSISTANCE PROVIDED
Orientation on the test administration			
a. G12 Takers - Purpose, coverage, time allotment, room assignment - Test Flow Simulation - Practice shading of answer sheet using #1 or 2 pencil - Information to be used during the test (LRN, school ID, Region and Division codes, etc)			
b. Room Examiners, TWG, school personnel - Roles, Duties and Responsibilities - Exam Flow - Distribution, retrieval, test materials security measures - Confidentiality clauses			
c. Parents, stakeholders - Importance of the test, participation and support			
Testing Rooms			
a. Available rooms with armed chairs, room labels			
b. List of takers posted at the entrance of testing rooms			
c. Campus/Building directory if applicable			
d. Availability of comfort rooms, drinking water			
Health Protocols provision			
a. Alcohol/disinfectants			
b. Availability of first aids and medicines			
c. Isolation room/area			
d. Clinic with attending health personnel			
Measures to ensure that classes in the other grade levels were not disrupted			

Name of School: _____

Name of School Head: _____

Signature: _____



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