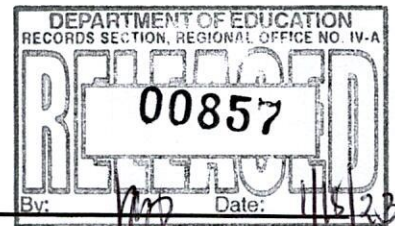




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



16 January 2023

Regional Memorandum
No.18 s.2023

**REGIONAL ONSITE MONITORING OF THE ADMINISTRATION
OF THE NATIONAL ACHIEVEMENT TEST FOR GRADE 12
FOR SY 2022-2023**

To **Schools Division Superintendents**
Regional Functional Division Chiefs

1. Pursuant to DepEd Memorandum No. 001, s. 2023, Administration of the National Achievement Test for SY 2022-2023, this Office will conduct a Regional Onsite Monitoring of the administration of the National Achievement Test for Grade 12 in both public and private schools on **January 30 - 31, 2023**.
2. The objectives of this activity are the following:
 - a. Ensure systematic and seamless test administration by performing the activities at various stages of the test as stipulated in the Room Examiners handbook; and
 - b. Ensure the integrity of the test materials in the whole process of test administration.
3. The Regional Monitoring Team is composed of the Functional Division Chiefs, Education Program Supervisors, Unit Heads and Senior/Education Program Specialist.
4. Regional Monitoring Officials and schools are expected to comply with **R.A. 6713, the Code of Conduct and Ethical Standards for Public Officials and Employees**, especially Section 7d. *"Public Officials and employees shall not solicit or accept, directly or indirectly, any gift, gratuity, favor, entertainment, loan, or anything of monetary value from any person in the course of their official duties or in connection with any operation being regulated by, or any transaction which may be affected by the functions of their office."*
5. It is highly encouraged that the Regional Monitoring Officials exhaust all means possible to cover both public and private schools implementing Senior High School, especially those located in the far-flung area of the assigned division.
6. Travel and other related expenses of the Regional Office personnel relative to the conduct of this activity will be charged against regional funds while that of the

QAD/dhi/mlh





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Schools Division Office will be charged against their local funds subject to the usual accounting and auditing rules and regulations.

7. Attached are the list of monitoring officials and the assigned division for NATG12, and the monitoring tool to be utilized during the activity.
8. For clarifications, please contact Mr. Danilo H. Ilagan, Regional Testing Coordinator through the QAD landline (02) 8862-5773 loc.450.
9. Immediate and widest dissemination of this Memorandum is enjoined.

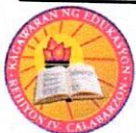

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

NATG12 Regional Monitoring Officials

DIVISION	RO MONITORING OFFICIAL	Functional Division
ANTIPOLO CITY	Luz Osmeña	Chief, QAD
	Ann Geralyn Pelias	Chief, ASD
BACOR CITY	Eugenio Adrao	EPS, FTAD
	Jonnalyn Pattalitan	EPS II, HRDD
BATANGAS PROVINCE	Elino Garcia	OIC-Chief, PPRD
	Emelia Aytona	EPS, QAD
BATANGAS CITY	Rey Valenzuela	ICT Unit Head
BIÑAN CITY	Job Zape, Jr.	Chief, FTAD
CABUYAO CITY	Nadina Gatton	EPS, HRDD
CALAMBA CITY	Ariel Azuelo	Admin. Officer V - PAU
CAVITE PROVINCE	Eduarda Zapanta	Chief, HRDD
	Dianne Catherine Antonio	EPS, CLMD
	Lito Palomar	EPS, QAD
CAVITE CITY	Eugene Ray Santos	EPS, CLMD
DASMARIÑAS CITY	Virgilio Guevarra Jr.	EPS, CLMD
GEN. TRIAS CITY	Romyr Lazo	EPS, QAD
IMUS CITY	Donna Lago	EPS, HRDD
LAGUNA PROVINCE	Emilia Crescini	EPS, CLMD
	Danilo Ilagan	EPS, QAD
LIPA CITY	Allan Tipan	EPS, PPRD
LUCENA CITY	Bryan Pobe	EPS, HRDD
QUEZON PROVINCE	Andrea Mabelle Abrencillo	EPS, FTAD
	Michael Girard Alba	Chief, ESSD
	Mark Anthony Malonzo	SEPS, HRDD
RIZAL PROVINCE	Viernalyn Nama	Chief, CLMD
	Jisela Ulpina	EPS, HRDD
	Elena Lopez	EPS, QAD



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SAN PABLO CITY	Elaine Balaogan	EPS, CLMD
SAN PEDRO CITY	Maricris Tadioan	EPS II, HRDD
SANTA ROSA CITY	Glenda Dela Torre	EPS II, HRDD
STO. TOMAS CITY	Buenalyn Manuel	EPS, QAD
TANAUAN CITY	Marvelino Niem	EPS, CLMD
TAYABAS CITY	Alvin Metrillo	EPS II, HRDD

QAD/dhi



Republic of the Philippines
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MONITORING TOOL (NATG12)
SY 2022-2023

Testing Program: NAT (Grade 12)
Division: _____

School: _____
_____ Public / _____ Private

1. Number of Testing Room/s: Day 1 _____ : Day 2 _____
2. Total Enrolment of Grade 12: Total _____
3. Total Number of examinees: Day 1: _____ Day 2 _____
4. Total Number of absences: Day 1: _____ Day 2: _____
5. Time when the test materials were distributed to Room Examiners
Day 1: From _____ to _____ ; Day 2: From _____ to _____

A. CURRICULUM Offering: Basic Information

Track	Strand	Specialization/No. of enrollees
<input type="checkbox"/> Academic	<input type="checkbox"/> STEM <input type="checkbox"/> ABM <input type="checkbox"/> HUMMS	
<input type="checkbox"/> Technical-Vocational	<input type="checkbox"/> AFA <input type="checkbox"/> I.A. <input type="checkbox"/> H.E. <input type="checkbox"/> ICT	<i>Please specify strand.</i> _____ _____ _____ _____ _____ _____ _____
<input type="checkbox"/> Arts and Design	<input type="checkbox"/> Performing Arts <input type="checkbox"/> Arts Production	<i>Please specify.</i> _____ _____
<input type="checkbox"/> Sports		

B. Pre-test Activities on Examination Day

Describe the pre-test activities in terms of the following:	Sufficient	Insufficient	No. of Needed copies	Remarks
1. Sufficiency of Test Materials 1.1 Test Booklet				



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1.2 Scannable Answer Sheet				
1.3 Seat Plan				
1.4 Room Examiners Handbook				

	Evident	Not Evident
2. Posting of Board Work for Day 1/Day 2 of the test coverage with Time Started/Time to End		
3. Testing Rooms are ready:		
3.1 There should be 6 rows by 5 lines of armchairs, spaced far enough from each other to discourage unnecessary talking among examinees	_____	_____
3.2 List of Examinees are posted at the door of each testing room alphabetically arranged regardless of gender with LRN	_____	_____

Remarks:

C. Test Proper

Rate the Room Examiners based on the following aspects:	Evident	Not Evident
1. Testing discipline is imposed strictly.		
1.1 No unnecessary noise while the exam is in progress	_____	_____
1.2 Cheating in any form is strictly prohibited (e.g. talking to co-testees, use of dictionary, cell phone, calculator, and the like)	_____	_____
2. Refraining from the following are strictly followed:		
2.1 Reading/copying test items in the test booklet	_____	_____
2.2 Explaining/translating to the examinees certain words/used in the item	_____	_____
3. All belongings of examinees are placed in front/beneath the blackboard except pencils, sharpeners and a computation paper.	_____	_____

Remarks:

Other Significant Findings/Observations:

(Signature over Printed Name)
Monitoring Official