



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2023-1238

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
HUMAN RESOURCE DEVELOPMENT DIVISION CHIEFS
NEAP-R FOCAL PERSONS
ALL OTHERS CONCERNED

FROM : GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : GURONG MATATAG: CONDUCT OF MICROSOFT CERTIFIED
EDUCATORS (MCE) EXAMINATION FOR DEPED TEACHERS
(2nd BATCH)

DATE : September 08, 2023

1. In connection with RA 11713, otherwise known as Excellence in Teacher Education Act of 2021, institutionalizing the National Educators Academy of the Philippines (NEAP) being the training arm of the Department of Education (DepEd), to provide quality professional development programs to teachers, school leaders, and other teaching-related personnel and with DepEd's MATATAG agenda supporting teachers to teach better, NEAP in partnership with Microsoft hereby conducts the **2nd Batch** of the Microsoft Certified Educator (MCE) examination for teachers **on September 19 to 22, 2023 (Tuesday to Friday)**.
2. A total of 122 teacher-examinees (see Annex A) who failed to take the examination during the pilot run will be given slots for completion.
3. In view of this, NEAP would like to secure the assistance of the concerned Education Program Supervisor (EPS) in the Regional Offices to confirm the availability of their respective participants who shall take the examination. Furthermore, EPS is requested to submit the final list of teacher-examinees (see Annex B for the template) who will take the MCE examination.
4. All examinees will receive instructions via email regarding details of their in-depth synchronous orientation for the MCE examination. There will be two (2) slots offered:
 - **September 14, 2023 - Thursday, 5:00 p.m. to 8:00 p.m.**
 - **September 15, 2023 - Friday, 5:00 p.m. to 8:00 p.m.**

The Teams meeting link will be sent to the registered e-mail address of the examinees. The time and date will be finalized during the in-depth synchronous

orientation. For examinees who will not be able to attend the synchronous orientation, a link to the recording of the session will be made available.

Please note that it is required for examinees to complete an orientation session prior to exam administration.

5. The examinees may access the link: <https://bit.ly/MCEFILES> for the MCE Briefer, Objective Domains, and Skills Covered by the MCE exam.
6. The proposed exam schedule is as follows:

Exam Date	Exam Time	Exam Machines
September 19, 2023	5:00 p.m. to 8:00 p.m.	31
September 20, 2023	5:00 p.m. to 8:00 p.m.	31
September 21, 2023	5:00 p.m. to 8:00 p.m.	31
September 22, 2023	5:00 p.m. to 8:00 p.m.	31

7. In preparation for the actual examination, examinees are encouraged to have the following technical requirements:
 - Office 365/2019 Apps installed on their laptops or desktops. Teachers can download this at <http://portal.office.com> using their DepEd M365 email addresses.
 - Microsoft Learn Account – Sign in or create an account at <https://learn.microsoft.com>.
 - Certiport User Account – Sign in or create an account at <https://www.certiport.com/portal/pages/registration.aspx>
 - Minimum requirement of laptop or desktop to be used
 - Windows 10 Operating system at least ver. 1607 build 14393.2515 or later (32-bit and 64-bit)
 - Processor Recommended - 2.6 GHz or higher (minimum Requirement - 1.3 GHz)
 - RAM – 4GB and Hard Drive – 5GB
 - Internet Connection Recommended – High-speed stable internet, Wi-Fi or DSL with a minimum requirement of 10mbps download speed
 - Firewall – Disable VPN/Corporate Firewall
 - Keyboard & Mouse – 2-button wheel mouse and Keyboard
8. It is highly recommended that examinees undergo a self-paced review using the MCE Study Guide <https://aka.ms/MCEStudyGuide>.
9. Test results provided by Microsoft will serve as a baseline of the Information and Communications Technology (ICT) skills for teaching relevant to NEAP's goal to come up with skilling and intervention programs for teachers.
10. For more information or inquiries, please email Ms. Ana-Sol Reyes/NEAP via neap.rpld@deped.gov.ph cc: Ms. Grace Co/Microsoft via gco@enav.ph.
11. Immediate dissemination of and appropriate action on this memorandum is earnestly desired.

Annex A. List of 122 teacher-examinees who are given slots for completion

No.	Full Name	Schools Division Office	Region
1	Amancio, Agustino D	Benguet	CAR
2	Nanglihan, Cecilia M.	Baguio City	CAR
3	Banga-An, Irish C.	Baguio City	CAR
4	Paran, Lea A.	Baguio City	CAR
5	Dajucon, Mary Ann P.	Baguio City	CAR
6	Gamboa, Rhomar G.	Tabuk City	CAR
7	Napoleon, Roxanne Dulnuan	Ifugao	CAR
8	Dumangeng, Shallein D.	Ifugao	CAR
9	Abdon, Winston C.	Benguet	CAR
10	Bajet, Aiman, A.	Vigan City	I
11	Andres, Edison Jr. Q	Laoag City	I
12	Cruz, Gene Paul A.	Ilocos Norte	I
13	Austria, Heater Ron, Patayan	Pangasinan I	I
14	Dacumos, Marizal Alih C.	La Union	I
15	De Guzman, Edita A.	Batanes	II
16	Ponce, Ellian, Castillo	Batanes	II
17	Cachola, Erwin Roy S.	Nueva Vizcaya	II
18	Abad, Helen H	Batanes	II
19	Apostol, Jhon Paul C.	Batanes	II
20	Gutierrez, Kristine, M.	Batanes	II
21	Hostallero, Kurt G.	Batanes	II
22	Crabajal, Mirrasol P.	Quirino	II
23	Manansala, Rainer Henry C.	Batanes	II
24	Cariaso, Raquel, A.	Batanes	II
25	Come, Rossan A.	Batanes	II
26	Blanca, Sheryl L.	Batanes	II
27	Caballero, Syrah Maycel C.	Batanes	II
28	Lapig, Arvie Jay G.	Cabanatuan City	III
29	Ballesteros, Loreza M.	Gapan City	III
30	Guarin, Carol S.	Mabalacat City	III
31	Nishino, Jennie Cris C.	Mabalacat City	III
32	Sevilla, Margelli M.	Mabalacat City	III
33	Calixto, Richard S	Mabalacat City	III
34	Capuyan, Wendy, M.	Mabalacat City	III
35	Guce, Cin Dy V.	Lipa City	IV-A (CALABARZON)
36	Gumboc, Dennis Jay G.	Imus City	IV-A (CALABARZON)
37	Lubis, Glen P	Batangas	IV-A (CALABARZON)
38	Balahadia, Dhan Carlo C.	Calapan City	IV-B (MIMAROPA)
39	Calanog, Donalyn Afan	Calapan City	IV-B (MIMAROPA)
40	Aborot, Emelyn T.	Puerto Princesa City	IV-B (MIMAROPA)

41	Manrique, Jenny Vi M.	Romblon	IV-B (MIMAROPA)
42	Cuasay, Leonith A.	Calapan City	IV-B (MIMAROPA)
43	Francisco, Lord Jazzer G.	Calapan City	IV-B (MIMAROPA)
44	Fradejas, Raymond, G.	Romblon	IV-B (MIMAROPA)
45	Dela Cruz, Romalyn I.	Calapan City	IV-B (MIMAROPA)
46	Morata, Rosalyn W.	Romblon	IV-B (MIMAROPA)
47	Masongsong, Rosette Ann P.	Calapan City	IV-B (MIMAROPA)
48	Dignadice, Dyan Twinkle P.	Taguig City-Pateros	NCR
49	Perez, Gilbert O.	Marikina City	NCR
50	Añano, Jenny	Taguig City-Pateros	NCR
51	Bulalayao, Maribel A	Manila	NCR
52	Nacario, Raquel C.	Mandaluyong	NCR
53	Idago, Regie Kathrine M.	Quezon City	NCR
54	Canon, Rienalyn G.	Taguig City-Pateros	NCR
55	Abuan, Ruby Rose Uy	Quezon City	NCR
56	Deluyas, Ruby Ignacio	Quezon City	NCR
57	Santiago, Rochelle Sernadilla	Caloocan	NCR
58	Sasan, Aretes L.	Masbate Province	V
59	Bernadit, Cesar Jr. Sotto	Masbate Province	V
60	Almazar, Eric O.	Albay	V
61	Josan P. Sabularse	Iriga City	V
62	Bulseco, Mark Jon G.	Albay	V
63	Escape, Warren A.	Ligao City	V
64	Laniog, Wilan Joshua M.	Iriga City	V
65	Revolteado, Marlowe S.	Cebu Province	VII
66	Borres, Virginia P.	Cebu Province	VII
67	Roble, Arlene V.	Ormoc City	VIII
68	Bulik, Elisa C.	Leyte	VIII
69	Lagumbay, Neil Charlee B.	Southern Leyte	VIII
70	Dael, Joewie Collado	Zamboanga Del Norte	IX
71	Natingor-Lagrosa, Claire L.	Zamboanga Del Sur	IX
72	Ogang, Anya Aliyah M.	Lanao Del Norte	X
73	Nation, Cherelyn A.	Lanao Del Norte	X
74	Catane, David Rey, M	Oroquieta City	X
75	Valesco, Emie E.	Oroquieta City	X
76	Cagasan, Estrella A.	Misamis Oriental	X
77	Respuesto, Fevie Madrid	Lanao Del Norte	X
78	Adolfo, Gwendolyn Pacana	Oroquieta City	X
79	Guinal, Hamdani A.	Lanao Del Norte	X
80	Daud, Hanifa, S	Lanao Del Norte	X
81	Timo, Iriza, S.	Lanao Del Norte	X
82	Besiohan, Jelyn D.	Oroquieta City	X

83	Estrada, Jivi Min R.	Oroquieta City	X
84	Concepcion, Joel, Arnejo	Misamis Oriental	X
85	Salahodin, Jonaima Cabugatan	Lanao Del Norte	X
86	Daloga-Og, Juvilen, T.	Oroquieta City	X
87	Villarmea, Leo Jr. B.	Oroquieta City	X
88	Omagbon, Leonila V.	Oroquieta City	X
89	Bacala, Leslibeth C.	Oroquieta City	X
90	Agbu, Liezel Angel Mae G.	Gingoog City	X
91	Maquiling, Manilyn E.	Oroquieta City	X
92	Abenes, Mary Christine D.	Oroquieta City	X
93	Mag-Usara, Meggie E.	Oroquieta City	X
94	Acopiado, Melanie A.	Oroquieta City	X
95	Jumawan, Nidalyn T.	Lanao Del Norte	X
96	Limpao, Norjannah G.	Lanao Del Norte	X
97	Melchor, Novelie, S.	Lanao Del Norte	X
98	Sambaan, Patricio Jr. S.	Cagayan De Oro City	X
99	Dibaratun, Raihana D.	Lanao Del Norte	X
100	Malinao, Rea Mae L.	Oroquieta City	X
101	Gallo, Rico Hallasgo	Misamis Oriental	X
102	Baluran, Rischell Mae C.	Gingoog City	X
103	Rinibatan, Rohanisah I.	Lanao Del Norte	X
104	Mawi, Sailani D.	Lanao Del Norte	X
105	Lañas, Sally Sol M.	Gingoog City	X
106	Cagatcagat, Sheila Baylon	Oroquieta City	X
107	Laga-Ac, Switzerlyn C.	Oroquieta City	X
108	Mejias, Wary Jhon, G.	Misamis Oriental	X
109	Celada, Ace Marlo A.	Davao De Oro	XI
110	Linao, Alexis J.	Digos City	XI
111	Senillo, Apple Kris L.	Davao City	XI
112	Evaretta, Chanda P.	Davao Oriental	XI
113	Damayo, Chris Vincent C.	Mati City	XI
114	Besas, Daisy M.	Davao De Oro	XI
115	Marzon, Edgardo Jr S.	Davao Occidental	XI
116	Mojica, Juvy F.	Davao De Oro	XI
117	Galeos, Kim Clyde A.	Davao Del Sur	XI
118	Paring, Kristiane B.	Mati City	XI
119	Lopez, Nhiel Dominic C.	Davao Occidental	XI
120	Gonzaga, Romeo Jr D.	Davao De Oro	XI
121	Virtudazo, Lotsie L.		CARAGA
122	Alizer, Mary Grace S.		CARAGA

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Signature over Printed Name
Education Program Supervisor

Signature over Printed Name
Regional Director