



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



OAD-URM-2023-206

DEPARTMENT OF EDUCATION  
RECORDS SECTION, REGIONAL OFFICE NO. IV-A

20 November 2023

006235

By: *[Signature]*

Date: 11/21/23

**Unnumbered Memorandum**

**PARTICIPANTS IN THE USER ACCEPTANCE TESTING (UAT)  
IN PREPARATION FOR NQESH ADMINISTRATION**

To **Schools Division Superintendents  
(SDOs of Dasmariñas City, Calamba City, Antipolo City, Rizal  
Province, Imus City, Sta. Rosa City and Binan City)**

1. In preparation for the conduct of the National Qualifying Examination for School Heads (NQESH), this Office announces the participants in the user acceptance testing (UAT), a system testing which will be conducted on **November 28, 2023**, from 8:00 AM onwards at SDO Rizal Province. The specific venue will be announced a day before the scheduled date.
2. This activity will be conducted by the Human Resource and Organizational Development (BHROD) with Aseametrics. The venue to be identified must have the following specifications:
  - a. school with desks or tables that can accommodate 15 test-takers with laptops;
  - b. tables can be arranged in U shape;
  - c. strong internet connection must be available;
  - d. with several outlets and extension wires; and
  - e. electric fans
3. Participants in this activity are five (5) participants from ICTS-CO, and Ten (10) participants from the Regional Office and SDOs composed of selected RO ITO and Programmer, SDO ITOs, and (1) Education Program Supervisor (Room Examiner). Please refer to the attached list of participants. They are requested to bring laptop with identified specifications attached hereto.
4. Meals of the participants will be charged against BHROD/ASEAMETRICS fund while travel expenses shall be charged against local funds subject to the actual COA accounting and auditing rules and regulations.





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Certificate No. PHP QMS  
22 93 0085

5. Immediate dissemination of this Memorandum is required.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director 

ROQ1

**LIST OF PARTICIPANTS**

<b>NAME</b>	<b>DESIGNATION</b>	<b>OFFICE/UNIT</b>
Calo Adao	ITO	Dasmarinas City
Jun Patrick Balita	ITO	Lipa City
Rodel Solsona	ITO	Calamba City
Florabel Tolentino	ITO	Antipolo City
John Raymund Dorusa	ITO	Rizal
June Bence Adelan	ITO	Imus City
Jason Fabella	ITO	Sta Rosa City
Lester Ramos	ITO	Binan City
Rey Valenzuela	ITO	RO -ICT
Melvin Punzalan	Computer Programmer	RO-ICT
Jeff Erni	EPS (Room Examiner)	Rizal Provincee

**LAPTOP SPECIFICATIONS**

OS	Windows 11
RAM	The higher the better
Available Disk Space	The higher the better
User access rights	Can install applications (SEB)
Browser to use to launch the test link	Chrome or Edge
Internet Speed	5 Mbps
SEP version	Most recent SEP version
Internet connection	May bring internet data