



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

August 17, 2023

DIVISION MEMORANDUM

No. 390, s. 2023

**REACTIVATION OF ACCOUNT MANAGEMENT HELPDESK IN SUPPORT TO
NATIONAL LEARNING CAMP POST ASSESSMENT SY 2023 - 2024**

- To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned
1. Cognizant to **DM-CT-2023-230** entitled "Administration of the National Learning Camp Assessment (Post-Test) for Incoming Grade 8 and Grade 9 Learners for SY 2023-20234", this Office, through the ICT Unit, announces the reactivation of the **Division NLC Account Management Help Desk**.
 2. The Division NLC Account Management Help Desk shall ensure that all the learners participating in the NLC Assessment (Post Test) is active and registered to the National Education Portal. They will also provide technical assistance in processing of accounts, inquiries, issues, and concerns regarding learners' account coming from the School Testing Centers.
 3. The Division NLC Account Management Help Desk Team are as follows:

• EDDIS I and II – Rolando B. Lopez	Tiaong ES
• EDDIS III – Jonalyn S. Perez	Palapala ES
• EDDIS IV – Peter John A. Bernardino	Plaridel CS
• EDDIS V – Rea Lyn F. Borja	Marciano C. Rivera ES
• EDDIS VI – Chique Razel T. Cruz	Teodoso R. Manuel ES
• Division Office – Ronald G. Salvador	ICT Unit
• Division Office – Richard C. Biglete	ICT Unit
 4. The Division NLC Account Management Help Desk Team will operate at the ICT Unit Office from **August 22-24, 2023**. During this period, all School Heads of participating schools are directed to ensure that all learners have accessed to their accounts and authorized devices.
 5. Updates and resources pertaining to NLCA is also available via this google site link: <https://sites.google.com/bulacandeped.com/nlacbulacan/home>.
 6. This Memorandum serves as the travel authority of the abovementioned personnel.
 7. All expenses relative to the conduct of this activity shall be charged to Division MOOE subject to the usual accounting and auditing rules and regulations.
 8. Immediate and wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN, PhD, CESO V
Schools Division Superintendent