



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

February 29, 2024

DIVISION MEMORANDUM

No. 164, s. 2024

ADMINISTRATION OF THE NATIONAL LEARNING CAMP ASSESSMENT FOR GRADES 7 TO 10 IN ALL PUBLIC SCHOOLS, SY 2023-2024

To: Assistant Schools Division Superintendent
 Chiefs of CID and SGOD
 Education Program Supervisors
 District Supervisors
 Principals of Public Junior High Schools
 Heads of SDO Finance and Budget Office
 Division IT Officer, Division Planning Officer
 All Others Concerned

- In reference to Memorandum DM-CT-2024-040 titled Administration of the National Learning Camp Assessment (NLCA) 2024, this Office through the Curriculum Implementation Division (CID) will conduct the NLCA for learners in Grades 7 to 10 in all public junior high schools of SDO Bulacan on the following dates.

Schedule of NLCA Administration

Pre Test		Post-Test	
Test Takers	Schedule	Test Takers	Schedule
Grades 7 and 8 (SY 2023-2024)	<ul style="list-style-type: none"> March 11 (Mon) - April 12 (Fri) 2024 	Grade 8 to Grade 11 (SY 2024-2025)	<ul style="list-style-type: none"> August 2024 (The takers of the Post Test shall be the same cohort. Details of the Post test shall be discussed in a separate memorandum to be issued in July 2024)
Grades 9 and 10 (SY 2023-2024)	<ul style="list-style-type: none"> April 15 (Mon) - May 17 (Fri) 2024 		

- The NLC Assessment will be computer-based and shall cover English, Science, and Mathematics. It will measure varying levels of skills and competencies in a multiple-choice format using the English Language. The assessment tool intends to determine the effectiveness of learning camp intervention on the learning proficiencies of learners before and after attending the NLC program.



Address: Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan
 Website: <https://bulacandeped.com>
 Email: bulacan@deped.gov.ph



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3. To facilitate smooth conduct of the assessment, a Division Online Orientation on the Administration of NLCA is scheduled on March 5, 2024 @ 9:00 AM. The link will be provided before the activity. The participants include Division Chiefs, PSDSes, EPSes, Division Testing Coordinator, Division IT Officer, Junior HS School Heads and their School Testing and IT Officer.
4. For the purpose of advance reading, the soft copy of slide presentation during the National Orientation on NLCA Administration has been sent to all public junior high schools.
5. After the Division Orientation, all school heads concerned are required to conduct their own school level orientation to assess the situation and capabilities and come up with the best scheme on how the NLC Assessment shall be properly administered.
6. In the conduct of all activities pertaining to NLCA, all concerned are reminded to implement strict adherence to DepEd Order No. 9, s. 2005 on Instituting Measures to Increase Engaged Time-on-task and Ensuring Compliance Therewith.
7. Enclosure No. 1 contains the list of NLCA Key Testing Personnel and their roles and responsibilities and other pertinent information.
8. Queries on the conduct of NLCA may be directed to the Division Testing Coordinator through this email address jayarrsangoyo@gmail.com. Queries on technical specifications and requirements may be directed to the ICT Services Unit of the Office of the Schools Division Superintendent through email at ictsbulacan@deped.gov.ph.
9. Immediate dissemination of and compliance with this Memorandum is directed.


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



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Enclosure No. 1 to Division Memorandum No. 104 s. 2024

NLCA KEY TESTING PERSONNEL

A. SDO Core Team

Team Leader: SDS Norma P. Esteban, EdD, CESO V
 Assistant Leader: ASDS Maria Celina L. Vega, CESO VI
 Supervising Members: CID Chief Gregorio C. Quinto, Jr., EdD
 SGOD Chief Cecilia S. Custodio, PhD
 Regular Members: ITO Richard C. Biglete
 DTCs Jay Arr V. Sangoyo, PhD and
 Francisco B. Macale
 EPS Marinella T. Pengson
 Planning Officer Paulo Eduardo C. Cruz, Jr.
 Budget Officer Aren A. Astoveza, CPA

B. Monitoring and Supervising Team

Team Leader: SEPS SMME Maria Lourdes J. Patag
 Co-Leaders for Alaga
 Secondary Schools: Education Program Supervisors
 Co-Leaders in the
 District: District Supervisors

C. District/School team

Team Leader: District Supervisor/Secondary School Principal
 Members: Department Heads/HTs
 School Testing Coordinator
 School IT Officer
 Other capable teachers to serve as Testing
 Personnel/Administrator

GROUP	ROLES/RESPONSIBILITIES
• Core Team	a. Conduct focus group discussion on the SDO's plan of NLCA Administration b. Organize the team that will oversee the activities of NLCA c. Track the course of activity implementation d. Decide on urgent concerns relative to the NLCA matters
• Division Testing Coordinators	a. Prepare the following <ul style="list-style-type: none"> • List of testing centers of the SDO (for submission to RO) • Scheme of test administration



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<ul style="list-style-type: none"> • School Testing Coordinators 	<ol style="list-style-type: none"> a. Determine if the school can be used as a testing center for its own learners and/or learners from nearby schools (if needed) b. Prepare an assessment scheme of the test-takers in coordination with Division Testing Coordinators and school IT Officer
<ul style="list-style-type: none"> • Division IT Officer and Crew 	<ol style="list-style-type: none"> a. Ensure that School IT Officers/Coordinators have access to their respective Microsoft Admin Consoles b. Assist in the preparation of testing and devices to be used in the NLC Assessment c. Provide password recovery support for Microsoft accounts as needed d. Coordinate with the Division testing Coordinator and Regional IT Officers for any concerns during assessment period
<ul style="list-style-type: none"> • School It Coordinator/Officer 	<ol style="list-style-type: none"> a. Ensure that the learners have access to their DepEd Microsoft account and have access to the DepEd LMS before the test administration b. Assist in the preparation of testing centers and the devices to be used c. Ensure that the Safe Exam Browser is installed on the devices to be used for the test administration d. Provide password recovery support for Microsoft learners account as needed e. Coordinate with school testing coordinator and Division IT Officer for any concerns during assessment period

Testing Administrators

The NLCA test administrators must meet the following requirements:

- a. permanent teacher of the SDO (Teacher I to MT)
- b. must be external from the school or must not be the teachers of test takers
- c. computer literate, with strong IT background



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