



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

August 7, 2024

DIVISION MEMORANDUM

No. 336 , s.2024

To: Assistant Schools Division Superintendents
 Division Chiefs
 Division Testing Coordinator
 Division Education Program Supervisors
 Public Schools District Supervisors
 Public Secondary School Heads
 Heads and Administrators of Private Secondary Schools
 All Others Concerned

**ADMINISTRATION OF THE NATIONAL CAREER ASSESSMENT
 EXAMINATION (NCAE) AND SCHEDULE OF DISTRIBUTION
 AND RETRIEVAL OF TEST MATERIALS (TMs)**

- Given the provisions stated in the recently released Division Memorandum No.321, s.2024 aligned with the mandates of the DepEd Memorandum No.031, s.2024, this Office informs all public and private secondary schools with Grade 10 learners that the schedule of administration, distribution, and retrieval of Test Materials (TMs) of NCAE shall be conducted on the following dates:

Activity	Date and Venue	Assigned Personnel
Distribution of NCAE Test Materials (TMs) to Public and Private Secondary Schools	August 12, 2024 (Monday) 8:00 a.m-5:00 p.m. Pulilan Central School, Pulilan	DTC, Division Testing Staff, School Heads/ School Staff/STC
Administration of NCAE to Grade 10 Learners (SDO Bulacan)	August 13-14, 2024 (Tuesday & Wednesday) School Testing Centers	All Public and Private Secondary Schools
Retrieval of NCAE Test Materials (TMs) from Public and Private Secondary Schools	August 14-16, 2024 Pulilan Central School, Pulilan	DTC, Division Testing Staff, School Heads/ School Staff/STC

- This is to reiterate that all pertinent guidelines, procedures, and activities before, during, and after the conduct of NCAE must be **strictly** observed. The security as well as the integrity of test materials shall be upheld in the whole process of test administration.
- Public and private secondary schools may implement different learning modalities to other grade levels to ensure smooth and efficient NCAE administration without compromising the premeditated learning competencies and episodes.
- Knowing the fact that this activity is a national assessment, all Division Education Program Supervisors and Public Schools District Supervisors including the SGOD SEPS and EPS II are tasked monitor the administration of the NCAE to all public and private secondary school testing centers.



Address: Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan

Website: <https://bulacandeped.com>

Email: bulacan@depd.gov.ph



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5. Enclosure No.1 contains to the list of testing personnel/monitors and support staff who will take essential tasks and responsibilities in the aforesaid assessment.
6. Transportation and snack allowance of the personnel involved in this activity shall be taken from the Division/school MOOE/LSB/BEA PSP/school local funds subject to the usual accounting and auditing rules and regulations.
7. This serves as travel authority of the participants involved in this activity.
8. Clarifications, queries, assessment issues may be communicated directly to Dr.Jay Arr V. Sangoyo, the Division Testing Coordinator through his email: jayarr.sangoyo@deped.gov.ph.
9. Immediate and wide dissemination of this Memorandum is desired.


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

References:

DepEd Order No.003, s.2024; and 55, s.2016
DepEd Memorandum No.31, s.2024;
BEA Office Advisory dated July 26, 2024;
Regional Memorandum No.508, s.2024;
Division Memorandum No.321, s.2024

To be indicated in the Perpetual Index under the following subjects:

ASSESSMENT
LEARNERS
EXAMINATION
PROGRAMS
RULES AND REGULATIONS
SCHOOLS
TEST

CID/Sangoyo-Division Memo - Division In-Person Orientation on NCAE Administration
0046/August 6, 2024



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Enclosure No.1 to Division Memorandum No. ____, s.2024

**LIST OF TESTING PERSONNEL/MONITORS AND SUPPORT STAFF IN THE
 CONDUCT OF THE NATIONAL CAREER ASSESSMENT EXAMINATION (NCAE)
 FOR GRADE 10 LEARNERS**

Name	Assigned Testing Center
Norma P. Esteban, EdD, CESO V	Any schools
Maria Celina L. Vega, CESO VI	Any schools
Atty. Bryan M. Santos	Any schools
Gregorio C. Quinto, Jr., EdD	Any schools
Cecilia S. Custodio, PhD	Any schools
Jay Arr V. Sangoyo, PhD	Any schools
Jay-Arr C. Tayao, DBA-ITSM	Any schools

Name	Assigned Testing Center: All public and private school testing centers in:
Anastacia N. Victorino, EdD Maribel S. Perez	Sta. Maria, Balagtas
Virgilio L. Laggui, PhD Ma. Bella Fajardo	Guiguinto, Norzagaray
Rainelda M. Blanco, PhD Inah Marifaye M. Blanco	San Ildefonso, Bocaue
Joel I. Vasallo, PhD Bryan Amiel F. De Jesus	Pandi, Marilao
Agnes R. Bernardo, PhD Marilene G. Ramos	Plaridel, Bulakan
Marinella T. Pengson, PhD Jay-Arr C. Tayao, DBA-ITSM	Pulilan, DRT
Ma. Jesusa V.Pampilon Engelbert S. Dela Cruz	San Miguel, Obando
Ariston E. Manuel Cecille E. Cruz	Bustos, Paombong
Francisco B. Macale Paulo Eduardo C. Cruz, Jr.	Hagonoy, Angat
Eleseo E. Godoy, PhD Christian Dela Cruz	San Rafael
Perlita G. Pagdanganan Ma. Lourdes J. Patag	Calumpit
Public Schools District Supervisors	All Public and Private Schools within their District/s



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Name	School	Assignment
Gregorio C. Quinto, Jr.	SDO Bulacan	Preparation, Sorting, Distribution, and Retrieval of Testing Materials at Pulilan Central School, Pulilan (Before, During, After the NCAE Administration)
Jay Arr V. Sangoyo, PhD	SDO Bulacan	
Dulce G. Ignacio	Cambaog NHS	
Joan T. Buluran	Sta. Peregrina HS	
Dr.Revelyn Maniego	Pulilan CS	
Reinel L. Morelos	Dr.Felipe De Jesus NHS	
Petronila Dela Torre	Dr.Felipe De Jesus NHS	
Eugenio Cruz	Dr.Felipe De Jesus NHS	
Enrico Paulino	Dr.Felipe De Jesus NHS	
Joe Neil De Leon	Dr.Felipe De Jesus NHS	
Melannie T. Sangoyo	Sta. Lucia HS	
Jennifer Daguman	SDO Bulacan	
Rem Sulit	SDO Bulacan	
Francisco Salonga	SDO Bulacan	
Funjo Buhat	Sta. Peregrina HS	
Jerome Lopez	Sta. Peregrina HS	
Francis Mandap	Sta. Peregrina HS	
Vilma Adonis	Bajet Castillo HS	
Arnold N. Batongbakal	Bajet Castillo HS	