



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

October 16, 2025

DIVISION MEMORANDUM

No. 320, s. 2025

**FIELD VALIDATION AND PILOT TESTING OF LOCALIZED MIDYEAR
ASSESSMENT TOOLS WITH EMBEDDED PISA-TYPE AND
HIGHER-ORDER THINKING SKILLS (HOTS) ITEMS**

To: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In compliance with the quality-assurance protocols outlined in Division Memorandum No. 444, s. 2025 and the DepEd LRMDs Assessment and Evaluation Guidelines (STRIVE 2009), this Division, through the Learning Resource Management and Development (LRMD) Section, shall conduct the Field Validation and Pilot Testing of Localized Midyear Assessment Tools with Embedded PISA-Type and HOTS Items for Grades 2, 3, 5 and 8, including Kindergarten and ALS.
2. This initiative, conceptualized and localized during the Division Training held at Anne Raquel's Hillside Resort, Olongapo City on July 22–24, 2025, will be implemented as follows:
 - Field Validation – November 3 to 7, 2025
 - Pilot Testing – November 10 to 14, 2025.
3. The objectives of this activity are as follows:
 - a. Validate localized Midyear Assessment Tools that integrate PISA-type reasoning, problem-solving, and analytical-thinking tasks;
 - b. Ensure that the tools conform to the DepEd LRMDs Assessment and Evaluation Guidelines specifically applicable to assessment materials, focusing on educational soundness, content quality, technical quality, and fairness;
 - c. Gather pilot-test data to determine item difficulty, discrimination, and reliability indices; and
 - d. Institutionalize a Division-level mechanism for continuous validation, pilot testing, and utilization of quality-assured assessment tools.
4. The Education Program Supervisor for LRMDs shall serve as the overall coordinator to ensure adherence to the Division LRMD Section standards. The following personnel shall perform their respective roles:



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

- a. *EPS-in-Charge per subject/grade level* – lead the conduct of field validation and pilot testing, consolidate and submit results to the Division LRMD Section;
 - b. *Division Librarian II* – receive, document, and catalogue validated tools; maintain metadata and repository records; and prepare Certificates of Utilization;
 - c. *PDO II – LRMDs* – collate validation forms, encode pilot-test data, and monitor submissions to ensure compliance with metadata and file-naming standards per Division Memorandum No. 444, s. 2025;
 - d. *School Heads and District Supervisors* – coordinate logistics, assign validation venues, and ensure no disruption of classes; and
 - e. *School Learning Resource In-Charge* – may assist provided that an alternative class delivery or asynchronous arrangement is implemented.
5. The scheduling and venue of the validation and pilot testing shall be determined by the respective EPSs and PSDSs, ensuring that all activities fall within the indicated dates.
 6. All field validation and pilot-testing activities shall utilize the LRMDs Assessment Validation Checklist (for Assessment Tools) (Enclosure No. 1). Sections A to F shall be accomplished during Field Validation, while Section G shall be completed after Pilot Testing based on the analyzed learner-response data. Final submissions must be endorsed by the EPS-in-Charge, School Head, and District Supervisor before forwarding to the Division LRMD Section. Upon review by the Division LRMDs Core Group, Certificates of Utilization shall be released through each school's pigeon box.
 7. Expenses incurred shall be charged against the Division MOOE Fund or other available local funds, subject to existing accounting and auditing rules and regulations. Transportation or incidental expenses of participants may be charged to the school's MOOE, as applicable.
 8. This Memorandum shall serve as the Travel Authority for all EPSs, PSDSs, School Heads, Division Librarian, PDO II-LRMDs, and members of the Division LRMDs Core Group involved. All safety and health protocols shall be strictly observed.
 9. Immediate and wide dissemination of and compliance with this Memorandum are desired.


CECILIA E. VALDERAMA, PhD

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

docG/cid-lrmds-memo
022/10-13-2025



Republic of the Philippines
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REGION III
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Enclosure No. 1 to Division Memorandum No. 520, s. 2025

LRMDS ASSESSMENT VALIDATION TOOL FOR FIELD VALIDATION AND PILOT TESTING OF ASSESSMENT MATERIALS

This tool shall be used during the Field Validation and Pilot Testing of localized Midyear Assessment Tools. Sections A–F shall be completed during Field Validation by validators. Section G is a SUMMARY ONLY to be completed by the EPS-in-charge or a qualified Math/Statistics teacher after item analysis.

Learning Area: _____ Grade Level: _____

Please answer in terms of how each statement describes each test item by ticking (✓) the corresponding box. Use the following scale:

1 – not attained 2 – least attained 3 – moderately attained 4 – attained
5 – highly attained

A. Referencing and Source of Citation

Criteria	1	2	3	4	5
The copyrighted texts and visuals are accurately cited on the page where they appear (primary and/or original sources indicated).					
References are properly cited in the Reference List containing the title, author, and publication details.					

B. Physical Attributes

Criteria	1	2	3	4	5
The MYA has complete elements such as letterhead, title, subject, name, grade level, date, and score.					
The layout is clean and consistent across pages.					
Spacing and margins follow standard formatting.					
Text alignment and pagination are properly applied.					

C. Format

Criteria	1	2	3	4	5
Font size and style are appropriate for the target user and easy to read.					
Proper spacing between letters, words, and paragraphs is observed.					
Illustrations and text are balanced on each page.					
Numbering and headers follow a consistent structure.					

D. Visuals

Criteria	1	2	3	4	5
Visuals are simple, relevant, and easily recognizable.					
Visuals are proportionately drawn and appropriately placed on the page.					
Colors are used effectively and consistently.					
Visuals are properly labeled or captioned.					
Process visuals are consistent and clear in sequence.					



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

Page 2 of Enclosure No. 1 to Division Memorandum No. 520, s. 2025

E. Content and Cognitive Demand

Criteria	1	2	3	4	5
Items are aligned with the intended learning competencies.					
Test items address different cognitive levels, including higher-order thinking skills.					
Questions are free from ambiguity, bias, or stereotyping.					
Language level is appropriate for learners.					

F. Technical Accuracy and Structure

Criteria	1	2	3	4	5
Answer keys are accurate and complete.					
Scoring rubrics and instructions are consistent across pages.					
Page numbering, test codes, and labels are correctly indicated.					
No typographical or grammatical errors are present.					

G. Pilot-Testing Summary (for completion by EPS-in-charge / Math Analyst)

Note: Detailed computations (facility, discrimination, reliability) must be done by a Math teacher or qualified personnel. Only the interpreted summary is encoded below.

Criterion	Summary of Results / Findings	Interpretation (tick)	Action / Recommendation (tick)
Overall Rating for Sections A-F (Field Validation)			
Item Facility (Difficulty Index)		Easy <input type="checkbox"/> Average <input type="checkbox"/> Difficult <input type="checkbox"/>	Retain <input type="checkbox"/> Revise <input type="checkbox"/> Replace <input type="checkbox"/>
Item Discrimination Index		High <input type="checkbox"/> Moderate <input type="checkbox"/> Low <input type="checkbox"/>	Retain <input type="checkbox"/> Revise <input type="checkbox"/> Replace <input type="checkbox"/>
Reliability Coefficient		Reliable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>	Retain <input type="checkbox"/> Revise <input type="checkbox"/>
Summary of Learner Feedback		Positive <input type="checkbox"/> Mixed <input type="checkbox"/> Needs Revision <input type="checkbox"/>	Retain <input type="checkbox"/> Revise <input type="checkbox"/> Replace <input type="checkbox"/>
Other Observations/ Remarks			



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

Page 3 of Enclosure No. 1 to Division Memorandum No. 520, s. 2025

Recommendation

☐ I/We recommend the approval of this material for possible use in public schools, subject to the corrections/revisions indicated in this report.

☐ I/We do not recommend the approval of this material for possible use in public schools for reasons cited below or attached.

I/We certify that this evaluation report and recommendation are my/our own and have been made without any undue influence from others.

Validated:

EPS in-Charge: _____

Date: _____

District Supervisor: _____

Date: _____

School Head: _____

Date: _____

Evaluated:

EPS – LRMDs: _____

Date: _____