



Republic of the Philippines
Department of Education
Region I
PANGASINAN SCHOOLS DIVISION OFFICE II
Canarvacanan, Binalonan

September 13, 2023

DIVISION MEMORANDUM
No. 453 s. 2023

**CONDUCT OF MONITORING FOR THE ADMINISTRATION OF DIAGNOSTIC TEST
FOR THE SCHOOL YEAR 2023 - 2024**

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Governance and Operations Division Personnel
Public Elementary and Secondary School Heads
All Others Concerned

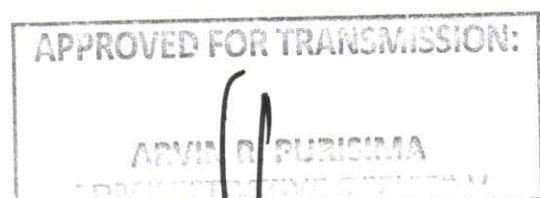
1. The Schools Division Office will be conducting the Diagnostic Test on September 27-28, 2023 as stipulate in the Division Memorandum No. 414, s. 2023.
2. With this, Chief Education Supervisors, Education Program Supervisors, Public Schools District Supervisors, and all SGOD personnel are hereby instructed to monitor the conduct of the said test.
3. Attached are the monitoring tool and the monitoring/ composite team per area.
4. Monitoring reports are expected to be submitted to the School Management and Monitoring Unit on or before October 13, 2023.
5. Immediate dissemination of this Memorandum is desired.


LORNA G. BUGAYONG, PhD, CESO V
Schools Division Superintendent

Encl.: Exam Monitoring Tool
Reference: Division Memo No. 414, s. 2023
To be indicated in the Perpetual Index
Under the following subjects:

Diagnostic Test Monitoring

SGOD/rba/hmojr/Memo_diagnostictest
M-_____/September 13, 2023





Republic of the Philippines
Department of Education

Region I
PANGASINAN SCHOOLS DIVISION OFFICE II

**MONITORING AND EVALUATION ON THE ADMINISTRATION OF DIAGNOSTIC/
 DIVISION/QUARTERLY ASSESSMENT**

School Name: _____ District: _____
 School Head: _____ Date of Monitoring: _____
 Type of Exam: _____

Enrollment:

Grade Level	SY 2022-2023		
	Present	Absent	Total
Kinder			
Grade 1			
Grade 2			
Grade 3			
Grade 4			
Grade 5			
Grade 6			
Grade 7			
Grade 8			
Grade 9			
Grade 10			
Grade 11			
Grade 12			
Non-Graded			
ALS (if any)			
TOTAL			

Check the appropriate column for each description and fill out remarks, if necessary.

TEST MATERIALS	EVIDENT	NOT EVIDENT	REMARKS
1. Presence of printed test materials on the day of the test			
2. Sufficiency of test materials			
3. Test materials are legible			
4. Test materials are based on MELC			
5. It has a modified table of specifications			
6. MOOE/other school funds is/are the source/s for the reproduction of test materials			
TESTING CENTER			
1. School announcing the assessment activity			
2. School announcing the schedule of different learning areas			
3. Conducts the test on the day set by DepEd/ Division Office			
TESTING ROOM			



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1. Chairs are arranged following social and physical distancing			
2. Chairs are appropriate and comfortable			
3. Testing room is well-ventilated and well-lighted			
4. Testing room has alcohol/ hand sanitizer			
5. Presence of board work			
EXAMINEES			
1. The learners started and ended on time			
2. The learners observed silence and worked independently			
3. No testing fees were collected from parents or learners			
4. No learner/s was/were caught cheating			
ROOM EXAMINER			
1. Room examiner conducted preliminaries before starting the test			
2. Room examiner stated clearly directions in taking the test			
3. Room examiner follows the time allotment for each learning areas			
4. Room examiner facilitates the conduct of the test and collection of questionnaires and answer sheets (if any) appropriately			
SCHOOL HEAD			
1. The school head prepares communication announcing the conduct of the test			
2. School head conducted meeting with the room examiners before the actual conduct of the test			
3. School head is present during the conduct of the test			
4. School head visited the testing rooms during the conduct of the test			

ISSUES & CONCERNS:

 (Signature Over Printed Name of the School Head)

 (Monitoring Personnel Signature Over Printed Name)

SDO/rba/hmojr/egd_Examtool



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Municipality	No. of Schools	MONITORING TEAM			
		Quarter 1	Quater 2	Quarter 3	Quarter 4
		Jan, Feb, March	April, May, June	July, Aug, Sept	Oct, Nov, Dec
Manaoag	21	Team 1	Team 2	Team 11	Team 10
Pozorrubio	27				
Mangaldan	27	Team 2	Team 1	Team 10	Team 11
Alcala	26				
San Fabian	35	Team 3	Team 4	Team 9	Team 8
Laoac	19				
Sison	43	Team 4	Team 3	Team 8	Team 9
Bautista	14				
Binalonan	27	Team 5	Team 6	Team 7	Team 1
Balungao	22				
Asingan	27	Team 6	Team 5	Team 1	Team 7
Natividad	22				
Rosales	33	Team 7	Team 8	Team 2	Team 3
Tayug	19				
San Manuel	28	Team 8	Team 7	Team 3	Team 4
Sta. Maria	20				
Villasis	29	Team 9	Team 11	Team 4	Team 6
San Quintin	19				
San Nicolas	41	Team 10	Team 9	Team 5	Team 2
San Jacinto	18				
Umingan	52	Team 11	Team 10	Team 6	Team 5
Sto. Tomas	6				

SDO Pangasinan II M & E Composite Teams

OVERALL

Overall Chairman: Dr. Lorna G. Bugayong, CESO V	
Overall Vice Chair: Dr. Wilfredo E. Sindayen (6th CD)	
Overall Vice Chair: Dr. Rosario O. Cabrera (4th/5th CD)	
Members:	
Cornelio R. Aquino, EdD - CID Chief	
Redentor B. Aquino, PhD - SGOD Chief	Arvin R. Purisima - Admin Officer V
Atty. Maureen M. Torres - Accountant	Dr. Jennifer Tambaoan - Medical Officer III
Josephine I. Laud - Budget Officer	Eddie V. Cancino - Supply Officer

Team 1	Team 2
Area: Asingan/ Natividad	Area: Rosales/ Tayug
Team Leader: Emeterio F. Soniega, Jr., EdD	Team Leader: Maybelene C. Bautista, EdD
Members:	Members:
Virgilio B. Selga	Justine Rose G. De Guzman
PSDS in-Charge	PSDS in-Charge
Dentist/Nurse in-Charge	Dentist/Nurse in-Charge
Accounting Personnel	Accounting Personnel

Team 3	Team 4
Area: San Manuel/ Sta. Maria	Area: Villasis/ San Quintin
Team Leader: Jupiter L. Petilla, EdD	Team Leader: Annabelle M. Parel
Members:	Members:
Christian Genesis L. Biason	Hilario M. Olivo, Jr.
PSDS in-Charge	Manuel Jodick C. Pulga
Dentist/Nurse in-Charge	PSDS in-Charge
Accounting Personnel	Dentist/Nurse in-Charge
	Accounting Personnel

Team 5	Team 6
Area: San Nicolas/ San Jacinto	Area: Umingan/ Sto. Tomas
Team Leader: Enrique R. Macayan, EdD	Team Leader: Gloria I. Pernes, EdD
Members:	Members:
Marly S. Jimenez	Marivic V. Laoagan
PSDS in-Charge	PSDS in-Charge
Dentist/Nurse in-Charge	Dentist/Nurse in-Charge
Accounting Personnel	Accounting Personnel

Team 7	Team 8
Area: Binalonan/ Balungao	Area: Sison/ Bautista
Team Leader: Virgilio R. Barba	Team Leader: Lilibeth A. Daus, EdD
Members:	Members:
Engr. Marcelino B. Casem	Janice M .Rivera, PhD

PSDS in-Charge	PSDS in-Charge
Dentist/Nurse in-Charge	Dentist/Nurse in-Charge
Accounting Personnel	Accounting Personnel

Team 9	Team 10
Area: San Fabian/ Laoac	Area: Mangaldan/ Alcala
Team Leader: Eugene M. Toralba, PhD	Team Leader: Eddie M. Raguindin, EdD
Members:	Members:
Erwin G. dela Rosa	Engr. Charles A. Bangdo
PSDS in-Charge	Ma. Cristina B. Daligcon
Dentist/Nurse in-Charge	PSDS in-Charge
Accounting Personnel	Dentist/Nurse in-Charge
	Accounting Personnel

Team 11
Manaoag/ Pozorrubio
Team Leader: Mike D. Dacasin, EdD
Members:
Emhil C. Medrano
PSDS in-Charge
Dentist/Nurse in-Charge
Accounting Personnel



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OFFICE OF PANGASINAN II

Office of the Schools Division Superintendent

September 6, 2023

DIVISION MEMORANDUM
No. 414, s. 2023

ADMINISTRATION OF DIAGNOSTIC TEST FOR SY 2023-2024

**To: Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
District/School Testing Coordinators
All Others Concerned**

1. This is to inform the field of the administration of the Diagnostic Test on September ~~27-28~~²⁷, 2023. Administration of tests in 4 learning areas shall be done in the morning of day 1 and the remaining 4 learning areas will be in the morning of day 2. To be specific, Filipino, English, Araling Panlipunan, and TLE/EPP are to be administered on day 1 and ESP, Mathematics, Sciences and MAPEH will be done on day 2. For specific curriculum and Senior High School, the school head and school testing coordinator shall make a list of subjects intended for day 1 and day 2. Test items will be downloaded using the link <http://www.deped.gov.ph/pangasinan2diagnostictest2023/>. Reproduction of the test items will be done by the school through their MOOE/or other school funds.
2. The diagnostic test has the following objectives;
 - a. determine the prior knowledge of the learners on the Most Essential Learning Competencies (MELCs) in all learning areas for SY. 2023-2024.
 - b. determine the learning gaps in all learning areas in SY 2022-2023;
 - c. address the identified learning gaps of their learners and
 - d. provide baseline data for summative assessment in all learning areas to be administered in the fourth quarter of SY. 2023-2024.
3. Checking of answer sheets shall be done every afternoon to accomplish immediately the frequency of correct responses, the mean, and the mastery level.
5. Submission of school consolidated diagnostic test results (Number of test takers, Total score, number of test items, Mean, Mean Percentage Score (MPS), Standard Deviation (SD), and frequency of correct response) per grade level per subject area at the division level through the Education Program Supervisor in-charge in the different learning areas, is on or before October 20, 2023.
4. Immediate and wide dissemination of this memorandum is desired.


LORNA G. BUGAYONG PhD, CESO V
Schools Division Superintendent



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