



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY

October 13, 2021

REGIONAL MEMORANDUM

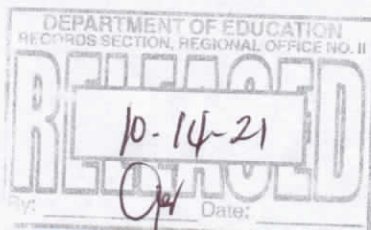
No. 254, s. 2021

**ONLINE ORIENTATION ON THE GUIDELINES IN THE SAFEKEEPING OF
 TEST MATERIALS FOR NATIONAL EXAMINATIONS**

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 CID Chiefs, Division Testing Coordinators(DTCs)
 All Others Concerned

1. The Department of Education Regional Office 02 through the Curriculum and Learning Management shall conduct an Orientation on the Guidelines in the Safekeeping of Test Materials for National Examinations on October 15, 2021(Friday) at 8:30 in the morning through online platform.
2. The orientation shall focus on the following objectives:
 - a. identify the necessary processes/activities related to the transport and safekeeping of test materials;
 - b. create systematic coordination between offices and concerned individuals;
 - c. establish the criteria in the identification of a location that would serve as the temporary warehouse of the test materials; and
 - d. define the limit accountability of the SDOs in safekeeping the materials.
3. Participants to the orientation are CID Chiefs, Division Testing Coordinators(DTCs) and Alternate/Co-focal persons.
4. Participants shall log in through the google link meet.google.com/wkq-hdbt-mmm for the orientation.
5. Wide dissemination of this memorandum to all concerned is desired.

Encl:
 Reference:



BENJAMIN D. PARAGAS, PhD., CESO V
 Director IV/Regional Director

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

SAFEKEEPING OF TEST MATERIALS

CLMD/ ovc/ ird



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Republic of the Philippines
Department of Education
DepEd Complex, Meralco Avenue, Pasig City, Philippines

Office of the Undersecretary for Curriculum and Instruction

September 23, 2021

Director BENJAMIN D. PARAGAS
Regional Director, Region - II
Carig Sur, Tuguegarao City (Cagayan)

Dear Dir. Paragas:

I hope that you and the regional team are managing well amid this crisis. Understandably, the Covid-19 pandemic has impacted the Department in so many challenging ways and the *new normal* interrupted our plans and programs for our learners including the administration of national assessments.

Following DepED Memorandum No. 33, s. 2020, four national assessments were scheduled to be administered last year.

1. Early Language, Literacy, and Numeracy Assessment (**ELLNA**),
2. National Achievement Test (**NAT**) for Grades 6 and 10, and the
3. Basic Education Exit Assessment (**BEEA**)

However, due to Proclamation No. 922, s. 2020 dated March 9, 2020, the state of public health emergency was declared throughout the country resulting in the postponement of the test administration and other test-related activities. Only the NAT for Grade 10 was conducted.

On the other hand, the test materials for ELLNA and NAT Grade 6 remain unused and stored at the Schools Division Offices (SDOs) while those for NCR SDOs are kept in the national warehouse waiting for delivery. Similarly, the BEEA materials are kept idle in a warehouse facility by our Service Provider (SP). Unfortunately, the one-year warehousing period included in the Memorandum of Agreement between DepEd and the SP has already lapsed. The Bureau of Education Assessment (BEA) exhausted all possible practical options to address this conundrum.

On 10 September 2021, BEA conducted an online consultative meeting with Regional Testing Coordinators (RTCs) and select Division Testing Coordinators (DTCs) to inform field offices of the situation, know their sentiments, and solicit new proposals to resolve the issue. BEA recommends that the most practical and cost-efficient solution on this problem is **to deliver as soon as possible the aforementioned test materials to SDOs** and request DTCs, with the assistance of RTCs, **to identify a temporary storage facility** (e.g., classroom, audio-visual room, conference room) to warehouse the boxes until such time that the government allows the resumption of face-to-face classes and administration of national examinations.

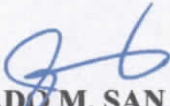
To address the reservations of some field personnel with regards to the accountability during the temporary storage period, BEA prepared the Guidelines in the Safekeeping of Test Materials for National Examinations (*attachment*) to limit, as much as possible, the accountability of concerned field testing personnel.

It is very regretful that we have to encumber you with this, at a very short notice. We know that regions and divisions have their hands full especially now that the school year has just started. We trust that this solution will generate full support from your office and the rest of the SDOs within your jurisdiction. We know that our concerted efforts will be sufficient for us to surpass this predicament.

For clarifications and other questions, please contact BEA's Education Assessment Division at (02) 8631-2589 or email bea.ead@deped.gov.ph.

We look forward to your affirmative response to this matter.

Very truly yours,


DIOSDADO M. SAN ANTONIO
Undersecretary

Curriculum and Instruction *ms 9 mt*