



Republic of the Philippines
DEPARTMENT OF EDUCATION




Region XI
City Schools Division of Digos
Roxas Corner Lopez-Jaena Streets, Digos City
Telefax: 082 553 8396

DIVISION MEMORANDUM

No. 466, s. 2017

TO: **RONILYN P. NIEVES**
EPS/DTC
ANTONIA PONCE
Education Program Specialist

FROM: 
WINNIE L. BATOON, Ed.D.
Officer-in-Charge
Office of the Schools Division Superintendent

SUBJECT: **ADMINISTRATION OF THE TEST OF ENGLISH PROFICIENCY FOR
TEACHERS AND PROCESS SKILLS TEST IN SCIENCE AND
MATHEMATICS FOR THE SCHOOL YEAR 2016-2017**

DATE: July 27, 2017

1. Relative to the conduct of the **Test of English Proficiency for Teachers and Process Skills Test (TEPT-PST)** for all permanent Grade 7 and 8 public school teachers handling Science and Mathematics on July 30, 2017 at Digos City National high school, a personnel from the Bureau of Education Assessment (BEA) will be coming to monitor the conduct of the test.
2. With this, you are hereby directed to fetch our visitor at F. Bangoy International Airport on July 30, 2017 at 5:30 in the morning and send her off to the same venue and date after the examination.
3. Travel and other incidental expenses are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
4. For guidance and compliance.

DepEd Schools Division Office - Digos
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Date: 27 JUL 2017 Time: 11:50 am
By: fn