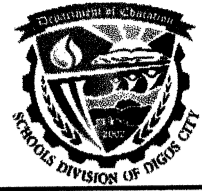




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 992, s. 2017

November 21, 2017

SUBMISSION OF LIST OF RECOMMENDED TEST WRITERS FOR PERIODIC EXAMS

To: CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads

1. In pursuance to DepEd Order No. 8, s. 2015, re: Policy Guidelines on Classroom Assessment for the K to 12 Basic Education Program, this Office thought of unifying all test questions for periodic exams in all subject areas from Kindergarten to Grade 10.
2. In connection with the above provision, focal PSDSs and Secondary School Principals are directed to submit to this Office, through the CID Section, a list of teachers whom they will recommend to compose the team of test writers per subject area using the attached template.
3. Each district and each secondary school is requested to recommend at least three per grade level and per subject area - that is if your number of teachers warrants particularly in the secondary level. For MAPEH and TLE, they shall recommend by component.
4. Recommendees should be Master Teachers. However, in the absence of Master Teachers in a level or in a subject area, the next in rank shall be recommended.
5. The final selection of test writers shall be lodged in the hand of the respective subject area EPS/PSDS.
6. Deadline for the submission of list is November 29, 2017.
7. Subject area EPSs and PSDS are directed to do the selection on December 1, 2017 in coordination with the CID Chief for finalization of list and for approval of the Schools Division Superintendent.
8. The selected test writers shall be convened for an organizational meeting and for planning purposes on December 11, 2017 to be facilitated by respective subject area EPSs and PSDS. A subsequent memorandum on final list and on meeting venue shall be issued later.
9. EPSs and PSDSs shall also have their meeting on December 4, 2017 to tackle the above concerns.
10. For information and compliance of all concerned.

RELEASED
12778
Date: 27 NOV 2017


WINNIE E. BATOON, EdD
Officer in Charge

Office of the Schools Division Superintendent

Encls: List Enclosures

References: DepEd Order No. 8, s. 2015

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

SUBJECT: SUBMISSION OF LIST OF RECOMMENDED TEST WRITERS FOR PERIODIC EXAM

Beverly: memorandum title
27 November 2017

