

Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

January 23, 2023

DIVISION MEMO NO. 030s 2023

SUBJECT: TESTING PERSONNEL FOR THE ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST G12 SCHOL YEAR 2022 - 2023

TO: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
CID / SGOD CHIEFS
EDUCATION PROGRAM SUPERVISORS
PUBLIC SCHOOL DISTRICT SUPERVISORS
PUBLIC AND PRIVATE SCHOOL PRINCIPALS
ALL OTHERS CONCERNS

1. Relative to the administration of the National Achievement Test G12 for S.Y. 2022 – 2023 on January 30 – 31, 2023, this office hereby informs the field on the composition of the testing personnel (attachment no. 1).
2. The identified testing personnel are hereby required to report to their assigned testing centers as early as **7:00 in the morning**. Furthermore, distribution of NAT 12 testing materials will be done on **Monday the 30th of January 2023 as early as 4:00 in the morning** and to stay beyond office hours during the retrieval.
3. In line with this the following support staff will report on the **29th of January** to prepare the testing materials and on the **30th of January** for the distribution to the recipient schools, to wit;

Team A (Public)	Team B (Private)
Emmanuel A. Garcia	Grace C. Zanoria
Dennis D. Rosanes	Teresa A. Castello
Josephine B. Quintero	Leiza A. Camalig
4. In like manner, DFACT members are required to monitor the administration of the aforementioned national assessment. Division Health and Nutrition personnel must ensure that all schools adhere to the prescribe health and safety protocols.
5. Expenses incurred relative to the NAT 12 shall be charged against the school MOOE subject to the existing accounting and auditing rules and regulations. This memo serves as the official travel authority of all testing personnel involved. Personnel who are serving beyond office hour are entitled to claim service credits and or CTO.
6. Immediate dissemination of and compliance with this Memorandum are desired!

RELEASED

Date: 1-23-23

Time: 4:45

Signature: 1

MARIZA S. MAGAN EdD, CESO V
Schools Division Superintendent