



Republic of the Philippines  
Department of Education  
Region X  
**LANAO DEL NORTE DIVISION**  
Gov. A. Quibranza Prov'l. Gov't. Compound  
Pigcarangan, Tubod, Lanao del Norte

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**DIVISION MEMORANDUM**  
No. 225 s. 2018

**TO: Chief Education Supervisors –CID & SGOD**  
**Education Program Supervisors –CID & SGOD**  
**Public Schools District Supervisors**  
**Senior Education Program Specialist**  
**Education Program Specialist II**  
**Secondary School Heads for Public Schools**  
**Other concerned**  
*This Division*

**FROM: ROY ANGELO E. GAZO**  
Schools Division Superintendent

**DATE:** June 1, 2018

**SUBJECT: ORIENTATION ON THE ADMINISTRATION OF NATIONAL ACHIEVEMENT TEST (NAT) GRADE 12 FOR NON-SAMPLED SCHOOLS**

1. As stipulated in DepED Memorandum No. 14, s. 2018 re Administration of the Basic Education Exit Assessment for School Year 2017-2018, that NAT Grade 12 shall be administered on June 13-14, 2018 to all non-sampled public schools.
2. Relative to this, there shall be an Orientation of NAT G12 Administration on June 7, 2018 @ 8:00 AM to all Chief Examiners/School Heads/Senior High School Coordinators for the non-sample schools in the Division Office.
3. Distribution and retrieval of NAT G12 materials shall be done in the division office on the following schedule:
  - June 12, 2018 @ 8:00 am to 11:30 pm - Distribution of Materials
  - June 14, 2018 @ 2:00 am to 4:30 pm - Retrieval of Materials.
4. Please be reminded that only chief examiner is authorized to get and return the test materials. If in case the chief examiner is on official business or on leave the designated School Testing Coordinator is an alternate person who is only authorized to get and return the test materials. Proxy shall bring authorization letter.
5. See enclosures for the assignment of room examiners, room supervisors and monitoring team.
6. Immediate dissemination and strict compliance with this Memorandum to all concerned is highly enjoined.



*Undersecretary for Curriculum and Instruction*

**ADVISORY**

**Announcing the Dates of Administration of the National Achievement Test for Grade 12 for School Year (SY) 2017-2018 to Non-Sampled Schools**

1. Relative to the Advisory on the Administration of the National Achievement Test for Grade 12 for School Year (SY) 2017-2018 to Non-Sampled Schools, the Department of Education, through the Bureau of Education Assessment (BEA) with the assistance of schools division and secondary schools personnel shall administer the said test any day from **June 1-15, 2018**, except on June 4 to 6 and declared holidays.
2. The Schools Division Offices (SDOs) shall decide on the dates of administration within the above-mentioned dates and include the number of registrants per target school and email these data to their respective Regional Offices (ROs). The ROs shall email copy of these reports to [ben.cad@deped.gov.ph](mailto:ben.cad@deped.gov.ph) on or before **June 1, 2018**.
3. The Division Testing Coordinators (DTCs) are authorized to open the boxes of test materials to allocate the unused answer sheets and test booklets during the administration of the NATG12 to the non-sampled schools.
4. Reimbursements of expenses that will be incurred during the test administration to non-sampled schools shall be charged to BEA funds subject to the regular accounting rules and guidelines.
5. All other provisions of the Advisory on the Administration of the National Achievement Test for Grade 12 for School Year (SY) 2017-2018 to Non-Sampled Schools shall remain in effect.
6. Immediate dissemination of this Advisory is desired.

**LORNA DINO**

Undersecretary for Curriculum and Instruction