



Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
Division of Cavite
Trece Martires City, Cavite



February 22, 2017

DIVISION MEMORANDUM

No. 044, s. 2017

TO: OIC, Asst. Schools Division Superintendent
Chiefs, CID/SGOD
Education Program Supervisors
Public Schools District Supervisors
Secondary School Heads
Public and Private Schools
All Concerned

**ADMINISTRATION OF THE NATIONAL CAREER ASSESSMENT
EXAMINATION FOR SCHOOL YEAR 2016-2017**

1. In compliance to DepEd Memorandum no.16, s. 2017, this office will conduct the administration of National Career Assessment Examination (NCAE) for the SY 2016-2017 on March 1-2, 2017 to all grade 9 students in both public and private schools in the division.
2. The distribution of test materials will be on February 28, 2017 at Trece Martires City National High School's Social Hall and the retrieval date will be on March 3, 2017 at the same venue from 8:00 AM to 4:00 PM following attached schedule for different municipalities.
3. The secondary schools heads both in public and private schools are reminded to strongly adhere to the NCAE guidelines discussed during the Division Orientation for NCAE last November 18, 2016 at Division Library Hub.
4. In order to ensure the smooth and objective conduct of the test, all Public Schools District Supervisors and Education Program Supervisors are expected to monitor their adopted schools on the given dates.
5. Enclosed are the executive committee and list of testing task force.
6. Immediate dissemination of this Memorandum is earnestly desired.


CHERRYLOU D. DE MESA
OIC, Schools Division Superintendent *mt*



Republic of the Philippines
Department of Education
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Trece Martires City, Cavite



Enclosure No. 1 to the Division Memorandum No. ___, s. 2017

EXECUTIVE COMMITTEE

CHERRYLOU D. DEMESA
OIC, Schools Division Superintendent

ELIAS A. ALICAYA, JR., Ed. D.
OIC, Assistant Schools Division Superintendent

ELPIDIA B. BERGADO, Ed. D.
CHIEF, Curriculum Implementation Division

EDUARDA M. ZAPANTA, Ed. D.
EPS - Mathematics /Division Testing Coordinator

ALLAIN ALAVAREZ
SEPS Monitoring and Evaluation / Testing Co- Coordinator

DIANNE P. TOPACIO, Ed. D.
PSDS/ Private School Coordinator

Division Testing Task Force

- | | |
|------------------------------|-------------------------------|
| 1. Constancia D. Luclukan | Principal IV- TMCNHS |
| 2. Ronald Perena | HT III- TMNCHS |
| 3. Perlita B. Villanueva | Principal II- Lucsuhin NHS |
| 4. Felina Mojica | Principal II- Kaytitinga NHS |
| 5. Joanne C. Pacatang | Guidance Counselor - GMA |
| 6. Myrna Avinante | Guidance Counselor- Salang |
| 7. Ester Zuniga | Guidance Counselor- Tanza TNS |
| 8. Marissa Capistrano | HT III- Tagaytay SNHS |
| 9. Marissa I. Olave | HTIII- Naic NHS |
| 10. Norita Vasquez | Division Personnel |
| 11. Selected TMCNHS Teachers | |

Schedule of Distribution and Retrieval of NCAE Materials
February 28, 2017 and March 3, 2017

- | | |
|---------------|--|
| 8:00- 9:30 AM | Public and Private Schools in South Unit |
| 10:00-11:30 | Public and Private Schools from East Unit |
| 1:00- 2:30 PM | Public and Private Schools from North Unit |
| | General Trias Schools Public and Private |
| 2:30- 4:00 PM | Public and Private Schools from West Unit |