



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region III – Central Luzon  
**SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY**  
San Ignacio St., Poblacion, City of San Jose del Monte 3023



November 8, 2018

**DIVISION MEMORANDUM**

No. 216, s. 2018

TO: Assistant Schools Division Superintendent  
Division Chiefs  
All Elementary and Secondary School Heads  
All Concerned Division Personnel

**2018 PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)**

1. This Office will administer the regular **Philippine Educational Placement Test (PEPT)** on November 18, 2018 (Sunday) at San Jose del Monte Central School.
2. In line with this, a Division Orientation shall be conducted to all Room Examiners, Room Supervisors and other concerned personnel on November 16, 2018 (Friday), 8:00 AM – 4:00 PM at Division Library Hub.
3. All registered examinees are advised to bring the registration form, 2 pencils, and snacks/lunch. They should also be at the testing center on or before 7:00 AM of the testing date.
4. The teacher-examiners shall be given one day service credit as stipulated in DepEd Order No. 53, s. 2003 entitled *Updated Guidelines on Grant of Vacation Service Credits to Teachers*.
5. Immediate and wide dissemination of this Memorandum is desired.

  
**GERMELINA H. PASCUAL, CESO V**  
Schools Division Superintendent

## Orientation on Standardized Administration of Philippine Educational Placement Test (PEPT)

Division Library Hub  
November 16, 2018

### Matrix of Activities

| Time                  | Activities  |
|-----------------------|---|
| 8:00 a.m. – 8:30 a.m. | Registration  |
| 8:30 a.m. – 8:45 a.m. | Opening Program   |
| 8:45 a.m. – 12:00 nn  | Orientation Proper on PEPT <ul style="list-style-type: none"> <li>• PEPT Overview</li> <li>• PEPT Registration</li> <li>• PEPT Forms</li> <li>• PEPT Testing Personnel</li> <li>• Test Administration Guidelines</li> </ul> |
| 12:00 nn - 1:00 p.m.  | Lunch Break   |
| 1:00 p.m. – 4:00 p.m. | PEPT Documents Review<br>Fill-up Item Placement Form per Learner  |

### Division Testing Personnel

| Name of Division Personnel/Teacher     | Office/School                         | Designation                               |
|--|---------------------------------------|---|
| 1. Germelina H. Pascual, CESO V        | SDO                                   | Schools Division Superintendent           |
| 2. Dr. Maria Carmen P. Cuenco, CESO VI | SDO                                   | Assistant Schools Division Superintendent |
| 3. Esperanza Diaz-Cruz                 | SDO                                   | Chief, SGOD                               |
| 4. Robesa R. Hilario                   | SDO                                   | Division Testing Coordinator              |
| 5. Urcesio A. Sepe                     | SDO                                   | Chief Examiner                            |
| 6. Fedel Johnson F. Osorio             | Muzon National High School            | Room Supervisor                           |
| 7. Cherie M. Balobalo                  | San Rafael BBH Elementary School      | Examiner                                  |
| 8. Noli C. Dagsa                       | San Rafael BBH Elementary School      | Examiner                                  |
| 9. Darlene E. Ocampo                   | San Rafael BBH Elementary School      | Examiner                                  |
| 10. Federico B. Mangahas Jr.           | San Rafael BBH Elementary School      | Examiner                                  |
| 11. Mary Jane T. Guererro              | Sapang Palay Proper Elementary School | Examiner                                  |
| 12. JC Magus M. Karganilla             | Sapang Palay Proper Elementary School | Examiner                                  |
| 13. Leah Ann Sanchez                   | Sapang Palay Proper Elementary School | Examiner                                  |
| 14. Shonny P. Zamora                   | Sapang Palay Proper Elementary School | Examiner                                  |
| 15. BEA Personnel                      |                                       |   |
| 16. BEA Personnel                      |                                       |   |
| 17. Security Guard                     |                                       |   |
| 18. Utility Personnel                  |                                       |   |