



March 3, 2020

SCHOOLS DIVISION MEMORANDUM

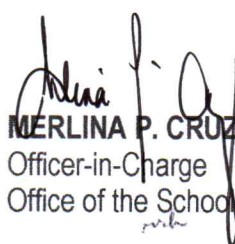
No. **078**, s. 2020

TO: Chief Education Supervisors
Public Elementary and Secondary Schoolheads
All Others Concerned



ADMINISTRATION OF ENGLISH PROFICIENCY TEST (BATCH2)

1. This Office announces the conduct of English Proficiency Test (EPT) to additional teacher-applicants for School Year 2020-2021 on Sunday, March 15, 2020 at San Jose del Central School.
2. All teacher-applicants are advised to bring one (1) valid ID and #2 pencils. They should also be at the testing center on or before 8 a.m. of the testing date .
3. Non-teaching personnel who will serve as room examiners, room supervisors and other testing staff shall be given six-hour compensatory overtime service credit leave as stipulated in CSC & DBM Joint Circular No. 2, s. 2004, *Non-monetary Remuneration for Overtime Services Rendered*.
4. Meals and other related expenses as well as travel expenses and allowances of the BEA personnel who shall administer the test shall be charged against MOOE funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this Memorandum is enjoined.


MERLINA P. CRUZ PhD, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent

sgod/smme/rrh
CN 20-03-076

