



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

January 30, 2025

REGIONAL MEMORANDUM

No. **096** s. 2025

**REGIONAL ONSITE MONITORING ON THE 2024 ACCREDITATION AND
EQUIVALENCY (A&E) TEST ADMINISTRATION**

To: Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to DepEd Memorandum No. 63, s. 2024, 2024 Accreditation and Equivalency (A and E) Test Administration, this Office, through the Curriculum and Learning Management Division (CLMD), shall conduct a Regional Onsite Monitoring of the 2024 Accreditation and Equivalency Test Administration on February 1-2, 2025.
2. This monitoring aims to:
 - a. ensure a standardized test administration by performing the activities at various stages of the test stipulated in the Room Examiners handbook; and
 - b. secure the integrity of the test materials in the process of test administration.
3. The Regional Monitoring Officials shall exhaust all means possible to cover all testing centers in the division.
4. Attached is the list of Regional Monitoring Officials per Schools' Divisions Office and testing centers to conduct the monitoring visit.
5. DepEd personnel who travel or render services on days fall on summer days/holidays/weekends as part of their participation in an official activity can avail of service credits or CTO equivalent to eight (8) hours of service per day, whichever is applicable, as allowed under DepEd Order No. 67, s. 1988 and CSC Memo Circular No. 9, s. 1988.
6. Travel and other incidental expenses of the Regional Monitors relative to this activity shall be charged against regional functional division funds while schools division shall be charged against division local funds subject to the usual accounting and auditing rules and regulations.

7. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subjects:

ACCREDITATION EQUIVALENCY MONITORING

CLMD-JBB



Enclosure A. Regional Monitor per division

Division	Name of Testing Centers	Regional Monitor
1. Baybay	Bureau of Jail Management & Pedagogy (BJMP)	Ryan R. Tiu – CLMD
	Baybay National High School	

Division	Testing Centers	Regional Monitor
2. Biliran	1. Bureau Of Jail Management & Penology (BJMP)	Nova P. Jorge – CLMD
	2. Naval School of Fisheries	
	3. Biliran Provincial Jail	

Division	Testing Centers	Regional Monitor
3. Borongan	1. Eugenio S. Daza Pilot Elementary School	Robert C. Guira, CID-E.Samar
	2. Bureau of Jail Management and Penology (BJMP)	
	3. Eastern Samar Provincial Jail (ESPJ)	

Division	Testing Centers	Regional Monitor
4. Calbayog	1. CALBAYOG CITY NATIONAL HIGH SCHOOL	Cecilia A. Arga, CID-Catbalogan
	2. BUREAU OF JAIL MANAGEMENT AND PENOLOGY (CALBAYOG)	

Division	Testing Centers	Regional Monitor
5. Catbalogan	1. Samar National School	Zaldy A. Tabugoca, CID-Catbalogan
	2. Bureau of Jail Management and Penology (Catbalogan)	

Division	Testing Centers	Regional Monitor
6. E. Samar	1. Quinapondan National High School	Santi G. Fabula, CID-Borongan
	2. Dolores National High School	
	3. Dolores BJMP	
	4. Balangiga BJMP	

Division	Testing Centers	Regional Monitor
7. Leyte	1. Palo I CS	John E. Dacatimbang, ORD-Legal
	2. Leyte Provincial Jail – Palo	
	3. Kananga I CS	
	4. Hilongos South CS	Jimmy G. Gula – QAD
	5. Hilongos Sub-Provincial Jail	
	6. BJMP Isabel	
	7. BJMP – Carigara	Michael C. Parado – HRDD
	8. Cassidy CS	
	9. Tabango North CS	
	10. BJMP – Burauen	Marlou D. Camposano – QAD
	11. Burauen North CS	
	12. Abuyog South CS	Gerardo G. Adtoon – QAD
	13. Bureau of Correction - Abuyog (LRP)	

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Division	Testing Centers	Regional Monitor
	14. Abuyog Sub-Provincial Jail	
8. Maasin	Maasin City NHS Maasin City Jail Southern Leyte Provincial Jail	Rachel R. Cuevas
Division	Testing Centers	Regional Monitor
9. N. Samar	1. Allen National High School 2. Allen BJMP San Isidro I Central School 3. Catarman I Central School Rosario Central Elementary School 4. Catubig 1 Central Elem. School 5. Gamay 1 Central School 6. Laoang I Central Elem. School 7. Laoang BJMP Sumuroy Agro Industrial School 8. Nenita Central School 9. Pambujan Central Elem. School	Eden D. Dadap – ESSD
Division	Testing Centers	Regional Monitor
10. Ormoc	1. New Ormoc City National High School 2. BJMP - Ormoc City Jail	Dandy G. Acuin – CLMD
Division	Testing Centers	Regional Monitor
11. Samar	1. Basey Testing Center 2. Calbiga I CES 3. Jiabong CES 4. Daram I CES 5. Ramon T. Diaz NHS 6. Sta. Margarita I CES	Afredo P. Café – CLMD
Division	Testing Centers	Regional Monitor
12. So. Leyte	1. SOGOD CENTRAL SCHOOL 2. Bureau of Jail Management and Penology (Sogod District) 3. Bureau of Jail Management and Penology (San Juan District) 4. HINUNDAYAN CENTRAL SCHOOL 5. PADRE BURGOS CENTRAL SCHOOL 6. SAN FRANCISCO CENTRAL SCHOOL	Sonny S. Tayum – QAD
Division	Testing Centers	Registered Takers
13. Tacloban	1. San Fernando Central School 2. Tacloban City Jail Male Dorm 3. Tacloban City Jail Female Dorm	Amenia C. Aspa – CLMD
RTC	Regional Testing Coordinator	Joy B. Bihag – CLMD

Enclosure B. Monitoring Tool

REGIONAL MONITORING TOOL
Accreditation and Equivalency (A and E) Test Administration

Region: _____ Division: _____ Date: _____
Testing Center: _____ Room No.: _____

Directions: Complete each section of this report truthfully and objectively.

A. Examinees and Test Materials

Number of Examinees								
Registered			Actual			% of Test Takers		
M	F	T	M	F	T	M	F	T
Elementary								
Secondary								

Test Materials (TMs)	Quantity	No. of copies needed if insufficient	Condition/ Remarks
Test Booklets (TBs)			
Answer Sheets (ASs)			

B. General Observations

Put a checkmark (✓) if the following activities were evident.

	Evident	Not Evident
Did the Division Testing Coordinator conduct an orientation for the Chief Examiners, Supervising Examiners, and Room Examiners on their roles and responsibilities, as well as the Breach of Security in National Examinations and Corresponding Sanctions (D.O. 55, s. 2016)?		
Did the Examiner strictly adhere to the Examiner's Handbook to ensure standardized administration of the A&E Test?		
Was the Examiner the only authorized person in the testing room?		
Is the testing center well-prepared, clean, and adequately lit?		
Is the testing room properly set up, with examinees' names posted at the entrance and the room examiner present with the board work prepared?		
Does each testing center have the following personnel: Division Testing Coordinator, Private School Supervisor, Chief Examiner, Supervising Examiner, Room Examiner, and School Testing Coordinator?		

Please provide a detailed report summarizing your general findings and observations, including a description of the technical assistance you provided:

Prepared by:

Regional Monitor

Note to the Regional Monitor: Please provide the Regional Office of the **BEA FORM 7: EXAMINER'S REPORT FORM** in all Testing Centers per SDOs.