



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CEBU PROVINCE**  
Sudlon , Lahug ,Cebu City

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March 2, 2020

DIVISION MEMORANDUM  
No. 092, s. 2020

**ONE-DAY ORIENTATION ON THE ADMINISTRATION OF 4<sup>TH</sup> QUARTER COMPETENCY ASSESSMENT  
FOR SCHOOL YEAR 2019-2020**

TO : Assistant School Division Superintendents  
Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors/OICs  
Division Coordinators/Unit Heads  
Senior Education Program Specialists (SEPSs)/EPSAs  
Public Elementary and Secondary School Heads

1. Pursuant to DepED Order No. 007, s. 2019, entitled "School Calendar for School Year 2019-2020 and DepED Order No. 29, s. 2017, entitled "Policy Guidelines on System Assessment in the K to 12 Basic Education Program", this Office has scheduled a **One-Day Orientation on the Administration of Competency Assessment for School Year 2019-2020** on March 6, 2020 at the Annex Dining, Ecotech Center, Sudlon Lahug, Cebu City.
2. The orientation aims to discuss measures on possible issues and concerns pertaining to the administration of the said assessment.
3. The participants to this activity are the Public Schools District Supervisors and the District Testing Coordinators of the 58 schools districts.
4. The District Testing Coordinators shall be designated by the Public Schools District Supervisors based on the following qualifications:
  - 4.1 honest, reliable, and can keep highly confidential matters; and
  - 4.2 willing to extend time beyond working hours.
5. Participants from island districts and those situated in far municipalities beyond 50 kilometers from Cebu City are instructed to have their Day 0 on March 5, 2020. They are directed to settle in their preferred hotels or pension houses within Cebu City (DepED Ecotech can no longer accommodate on the said date).
6. Meals and snacks, travelling and other expenses to be incurred by the participants shall be chargeable against the **School MOOE/Local Funds**, subject to the usual accounting and auditing rules and regulations. First meal is breakfast of March 6, 2020. Last meal is dinner of March 6, 2020.
7. This Memorandum also serves as participants' **Authority to Travel**.
8. Wide dissemination of and strict compliance with this Memorandum is directed.

MARILYN SANDALES EdD, CESO V  
Schools Division Superintendent

