



Republic of the Philippines
Department of Education
Region VII-Central Visayas
DIVISION OF CEBU PROVINCE

Office of the Schools Division
Superintendent

July 6, 2021

DIVISION MEMORANDUM

No. 236, s. 2021

**REMINDERS ON THE ADMINISTRATION OF DIVISION INTEGRATION
ON ASSESSMENT OF LEARNING, MONITORING AND EVALUATION
(DIAL ME) YEAR-END ASSESSMENT**

To: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Public Schools District Supervisors/OICs
Elementary and Secondary School Heads

1. This Office hereby reminds the field on the important information relative to the **Administration of Division Integration on Assessment of Learning, Monitoring and Evaluation (DIAL ME) Year-End Assessment** on July 8, 2021 at the venue/s agreed by each District DIAL ME Technical Working Group (TWG).
2. DIAL ME is an online assessment that aims to capture the holistic and authentic attainment of Most Essential Learning Competencies per DepEd Order No. 31, s. 2020, entitled "Interim Guidelines for Assessment and Grading in the Light of the Basic Education Learning Continuity Plan." It is an integration activity in assessing, monitoring and, evaluating the students' performance amidst this pandemic for S.Y. 2020-2021. This assessment also prepares our learners for PISA (Program for International Student Assessment).
3. Each district can choose five learners from one barrio school and ten learners from the big barrio and central/integrated schools for both elementary and secondary schools.
4. The testing center/s shall be an open space with seats arranged two (2) meters apart to observe social distancing; shall have a health triage managed by the district nurses; shall be free from noise or any destructing activity; and shall have one entrance and one exit.
5. To ensure the safety of the learners and in compliance with IATF guidelines, sample examinees will only answer a 40-item test for two subject areas (20 items per subject area) in one hour (30 minutes per subject area) using the tablets or laptops provided to the field through DCP 2019, Batch 1. The following schedule shall be observed:
 - 5.1. Elementary: Start at 9:00 A.M – Finish at 10:00 A.M
 - 5.2. Secondary : Start at 2:00 P.M – Finish at 3:00 P.M
 - 5.3. Senior High School: Start at 3:00 P.M. – Finish at 4:00 P.M.

6. Each Testing Coordinator is required to accomplish the Testing Coordinator's Administration Report and the Oath of Confidentiality, and submit these documents to the PSDS right after the examination.

7. Division Field Technical Assistance Teams (DFTATs) are directed to proceed to their respective areas to ensure the smooth conduct of the activity. Please see attached documents to be accomplished.

8. For more information, please refer to the following documents:

Enclosure No. 1 - Roles and Responsibilities of Personnel in the Administration of DIAL ME

Enclosure No. 2 - Assignments of DFTATs in Monitoring the Administration of DIAL ME

Enclosure No. 3 - Oath of Confidentiality

Enclosure No. 4 - Testing Coordinator's Administration Report Template

9. The Medical Section (c/o Dr. Virgilio C. Tantuico/Dr. Asterterie A. Bernales) is requested to assign at least one (1) nurse at the venue during the conduct of this activity.

10. Examinees and all personnel involved are required to follow IATF guidelines and protocols. Wearing of face masks and face shield is compulsory.

11. Traveling and other related expenses of the school-based DIAL ME TWG shall be chargeable against **local school MOOE Funds**, while traveling and other related expenses of the DFTATs shall be chargeable against **Division MOOE Funds**, subject to their availability and the usual accounting and auditing rules and regulations.

12. This Memorandum also serves as Authority to Travel.

13. Immediate dissemination of and compliance with this Memorandum is directed.


MARILYN S. ANDALES EdD, CESO V
Schools Division Superintendent

 

Enclosure No. 1 to Division Memorandum No. _____, s. 2021

**ROLES AND RESPONSIBILITIES OF PERSONNEL IN THE ADMINISTRATION
OF DIAL ME YEAR-END ASSESSMENT**

PROJECT CONTACTS

Chair : Dr. Marilyn S. Andales, CESO V, SDS
Co- Chairs : Dr. Fay C. Luarez, ASDS
 Dr. Lorenzo M. Dizon, CESO VI, ASDS
 Dr. Anelito A. Bongcawil, CESO VI, ASDS
Proponents : Dr. Mary Ann P. Flores, CES
 Dr. Pamela A. Rodemio, EPSVR-Math
 Dr. Jane O. Gurrea, EPSVR-EsP
 Mr. Isaiash T. Wagas, EPSVR-LRMDS
 Mrs. Juvimar E. Montolo, EPSVR-Science
 Mrs. Nenita G. Jaralve, EPSVR-MAPEH
 Mrs. Araceli A. Cabahug, EPSVR-Filipino
 Mrs. Rosemary N. Oliverio, EPSVR-Aral Pan
 Mrs. Maria Elena T. Paras, EPSVR-Kinder, SPED & ALS
 Dr. Ma. Chona B. Redoble, EPSVR-English
 Dr. Jose Garry R. Napoles, EPSVR-TLE/TVL
 Dr. Clavel D. Salinas, PSDS/Division Coordinator-SHS
 Mr. Raul A. Jumao-as, PSDS/Division Coordinator-EPP
 PSDSs

1. Public Schools District Supervisors	<ul style="list-style-type: none">• Coordinate with the Local government officials and RHU in ensuring compliant of the activity to IATF Guidelines.• Collaborate with the School Heads of the sample schools in disseminating to the parents and other stakeholders the purpose of the activity.• Lead in ensuring the safety of the learners and all the persons involved in the conduct of DIAL ME.
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2. School Heads	<ul style="list-style-type: none"> • Secure permit from the parents for allowing their sons/daughters as sample examinees. • Ensure the safety of the sample examinees before, during and after the DIAL ME.
3. Division Nurses assigned in the Districts	<ul style="list-style-type: none"> • Coordinate with the RHU and PSDSs in implementing the health protocols before, during and after the conduct of the DIAL ME.
4. District DIAL TWG	<ul style="list-style-type: none"> • Lead in following the IATF Health Protocols and Guidelines.
5. Division DIAL ME TWG	<ul style="list-style-type: none"> • Monitor and give Technical Assistance on the smooth and safe conduct of the DIAL ME.

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Enclosure No. 2 to Division Memorandum No. _____, s. 2021

**SCHEDULE OF THE DFTAT FOR THE MONITORING
ON THE ADMINISTRATION OF DIAL ME YEAR-END
ASSESSMENT ON JULY 8, 2021**

SUB-OFFICES	AREA OF ASSIGNMENTS /DISTRICTS	DIVISION PERSONNEL ASSIGNED
SAN FERNANDO SUB-OFFICE	Minglanilla 1, 2 San Fernando 1, 2 Sibonga	MRS. NENITA G. JARALVE – EPSvr MAPEH All PSDSs in these districts
DALAGUETE SUB-OFFICE	Argao 1, 2 Dalaguete 1,2 Alcoy	DR. JOSE GARY R. NAPOLES- EPSvr TLE All PSDSs in these districts
DALAGUETE SUB-OFFICE	Boljoon Oslob, Santander Samboan	DR. CHONA B. REDOBLE- EPSvr English All PSDSs in these districts
BADIAN SUB-OFFICE	Dumanjug 1,2 Ronda Moalboal Alcantara	MRS. ARACELI CABAUG- EPSvr Filipino DR. MARGARITA A. NIERRA- SEPS –HRD All PSDSs in these districts
BADIAN SUB-OFFICE	Badian Alegria Malabuyoc Ginatilan	DR. PAMELA A. RODEMIO- EPSvr- Mathematics All PSDSs in these districts
BALAMBAN SUB-OFFICE	Barili 1,2 Pinamungajan 1,2 Aloguinsan Balamban 1, 2	MRS. ROSEMARY OLIVERIO- EPSvr- Aral Pan. All PSDSs in these districts
BALAMBAN SUB-OFFICE	Tuburan 1,2 Asturias North Asturias South	MR. ISAIASH T. WAGAS All PSDSs in these districts
MEDELLIN SUB-OFFICE	Daanbantayan 1,2 Medellin Tabogon	Mrs. JUVIMAR E. MONTOLLO EPSvr-Science MR. CHANEY A. GULFAN- SEPS- Soc.Mob All PSDSs in these districts
MEDELLIN SUB-OFFICE	Bantayan Island Districts	MRS. MARIA ELENA T. PARAS –EPSvr SPED/ALS/KINDERGARTEN MRS. MARIA SOCORRO N. RELACION- SEPS- M & E All PSDSs in these districts
MEDELLIN SUB-OFFICE	Tabuelan San Remigio 1,2	DR. CLAVEL SALINAS All PSDSs in these districts
LILLOAN SUB-OFFICE	Carmen Catmon	DR. GERARDO S. MANTOS- EPSvr SGOD

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	Sogod Borbon	All PSDSs in these districts
LILOAN SUB-OFFICE	Camotes Island Districts	MRS. JANE O. GURREA – EPSvr ESP/ Guidance Dr. Roderic T. Goles – SEPS Planning & Research All PSDSs in these districts
LILOAN SUB-OFFICE	Compostela Liloan Consolacion 1, 2 Cordova	DR. MARY ANN P. FLORES – Chief CID DR. NORMAN O. BLANCO – EPS 11- M & E All PSDSs in these districts

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OATH OF CONFIDENTIALITY

As member of the District Testing Committee in the Administration of DepEd Cebu Province Division Integration on Assessment of Learning and Monitoring and Evaluation (DIAL ME), I hereby solemnly swear that;

1. I will faithfully discharge my duties and responsibilities as mandated to the existing guidelines in the administration of the test;
2. I will strictly observe security measures to maintain the confidentiality of data and sustain the integrity and validity of the test.

So help me GOD!

Name and Signature of District Testing Committee Member

ATTESTED:

Public Schools District Supervisor

Enclosure No. 4 to Division Memo No. _____, s. 2021

TESTING COORDINATOR'S TEST ADMINISTRATION REPORT

Elementary () Secondary () SHS ()

Testing Program	_____	Testing Date:	_____
Region	_____	Division	_____
Testing Center	_____	District	_____
Subject Tested	_____	Grade Level	_____

No. Of Registrants:

Male _____ Female _____ Total _____

No. Of Examinees:

Male _____ Female _____ Total _____

Time Test Started _____ Time Test Ended _____

PRE TEST:

Problems Encountered	How Is The Problem Resolved
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TEST PROPER:

Problems Encountered	How Is The Problem Resolved
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Recommendations/Suggestions For Improvement:

Prepared by:

District Testing Coordinator