



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISYAS  
SCHOOLS DIVISION OF CEBU PROVINCE

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October 2, 2023



**DIVISION MEMORANDUM**

No. 409, s. 2023

**ADMINISTRATION OF THE TEST OF FUNDAMENTAL SKILLS (TOFAS)  
IN MATHEMATICS FOR KEY STAGES 2 & 3 SY 2023-2024**

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

1. Attached is a copy of Regional Memorandum No. 707, s. 2023 entitled **“Administration of the Test of Fundamental Skills (TOFAS) in Mathematics for Key Stages 2 & 3 SY 2023-2024”**, contents of which are self-explanatory.
2. With our schools' geographical location regarding internet connectivity, only central schools, lead secondary schools, and science high schools are mandated to administer this TOFAS. However, those schools who are also interested in administering this to their students may submit their enrolment data to the Education Program Supervisor in Math through her email: [pamela.rodemio@deped.gov.ph](mailto:pamela.rodemio@deped.gov.ph) **not later than Oct. 9, 2023.**
3. To ensure no disruption of classes and efficient administration of TOFAS, schools are also directed to submit their schedules to their District Mathematics Key Persons for uploading in the Google Drive prepared by the EPS in Mathematics.
4. For proper guidance and more details, refer to the enclosed memorandum and test administration guidelines
5. Immediate dissemination of and compliance with this Memorandum is directed.

  
**SENEN PRISCILO P. PAULIN, CESO V**  
Schools Division Superintendent 

<SPPP/FCL/LMD/VAY/CID/MAPF/PAR>

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Republic of the Philippines  
Department of Education  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

29 SEP 2023

REGIONAL MEMORANDUM

No. | 707 s. 2023

ADMINISTRATION OF THE TEST OF FUNDAMENTAL ACADEMIC SKILLS (TOFAS)  
IN MATHEMATICS FOR KEY STAGES 2 & 3 SY 2023-2024

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD) in partnership with the Information and Communication Technology Unit and SPRIX Ltd., will administer the Test of Fundamental Academic Skills in Mathematics for Key Stages 2 and 3 (Grades 4-10) SY 2023-2024 from October-December, 2023. This is an online computer-based assessment which covers specific skills for a certain level.

2. The TOFAS ensures that it serves as a valuable tool for both learners and teachers, helping to identify strengths and areas for improvement, promote deeper learning and guide instructional decisions. Specifically, the assessment aims to:

- a. measure learners' foundational mathematical knowledge and skills which includes evaluating their understanding of core mathematical concepts such as arithmetic, algebra, geometry and data analysis which are essential for their grade level;
- b. establish a baseline and actionable feedback for both learners and teachers; and
- c. identify the next steps in solidifying the fundamental academic skills.

3. The assessment is composed of 6 levels. For the first cycle, only 4 levels shall be administered to the specific grade level/s to establish a baseline, to wit:

Level 1: Grades 4 & 5 (Contents: Addition, Subtraction, Multiplication)

Level 2: Grade 6 (Contents: Multiplication, Division, Order of Operation, Operations with decimals, Adding and Subtracting Fractions)

Level 3: Grade 7 & 8 (Multiplication, Division, Order of Operations, Operations with decimals and fractions)

Level 4: Grades 9 & 10 (Operations with decimals and fractions, positive and negative integers, Algebraic Equations, Equations)

Level 5: Positive and Negative Numbers, Algebraic Equations, Equations' Calculation, and System of Equations

Level 6: Square roots, Polynomial Equations and Quadratic Equations.

- o Results shall be generated through the system and can be accessed by the RO and SDOs through the EPS in Mathematics which shall then be disseminated to the respective schools employing a scheme to maintain the confidentiality of the results.



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- o The succeeding levels including levels 5 and 6 shall be administered to learners depending on their mastery level and coverage of a particular grade level.
4. Enclosed are the Overview and Procedures in the administration of TOFAS.
  5. Travel and other incidental expenses incurred by the Division Monitoring Team shall be charged against Division MOOE/local funds, while travel and other incidental expenses of the Regional Monitoring shall be charged against Regional MOOE, subject to the usual government accounting and auditing rules and regulations.
  6. Immediate dissemination of, and compliance with this Memorandum are directed.

  
SALUSTIANO T. JIMENEZ EDD, JD, CESO V  
Director IV  
Regional Director

STJ/FYA/CLMD/MJCD/carj