



DEPARTMENT OF EDUCATION

REGION I

PANGASINAN DIVISION II



BINALONAN

**DIVISION MEMORANDUM**

NO. 396 S. 2017

**TO:** Public Schools District Supervisors  
School Heads ( Elementary/Secondary )

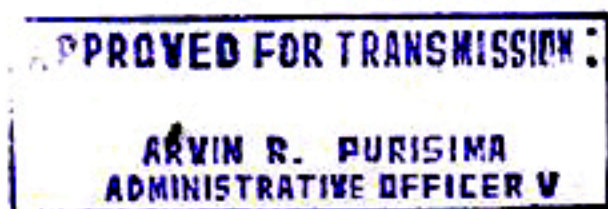
**FROM :** ATTY. DONATO D. BALDERAS, JR.  
Schools Division Superintendent

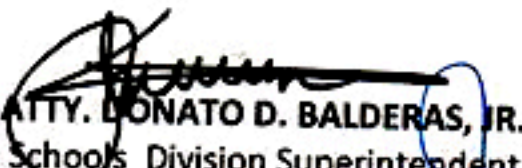
**SUBJECT :** CONDUCT OF QUARTER TESTS

**DATE :** October 11, 2017

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- 1) As per DepEd Order No. 25, s. 2017 entitled "School Calendar for School Year 2017 – 2018", this office reminds the District offices and schools regarding the conduct of Second Quarter Examination on October 19 to 20, 2017.
  - 2) It is mandated by this office that tests to be administered shall be teacher-made tests preceded with table of specification, checked/reviewed by the Department Head/School Head. Test materials reproduction shall be charged against local funds subject to the usual accounting rules and procedures.
  - 3) Henceforth, all other Quarter Tests shall be conducted in compliance to the provisions of Regional Order No. 1, s. 2017- dated August 10, 2017– Regional Policy on the Administration of Quarterly Examination in Public Schools.
  - 4) All Chief Education Supervisors, Education Program Supervisors, Public Schools District Supervisors, Senior Education Program Specialists, and Education Program Specialists (CID/SGOD) are directed to monitor the conduct of Quarter Tests.
  - 5) Submit the monitoring report to the M & E Unit (SGOD) the general conduct of the Quarter Tests, manner of reproduction of test materials, involvement of teachers in the preparation of the test, source of funds and issues and challenges in the conduct of quarterly examination.

Immediate dissemination of this memorandum is desired.



  
ATTY. DONATO D. BALDERAS, JR.  
Schools Division Superintendent