




Republic of the Philippines
DEPARTMENT OF EDUCATION
DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100

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DIPOLONG CITY
RELEASED
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DIVISION MEMORANDUM

No. 427, s. 2016

**ADMINISTRATION OF THE NATIONAL CAREER ASSESSMENT EXAMINATION
(NCAE)**

To: Public and Private Secondary School Heads

1. Per DepEd Memorandum No.132, s.2016, the Department of Education (DepEd) through Bureau of Education Assessment (BEA) shall administer the **National Career Assessment Examination (NCAE) to GRADE 9 Students** in both public and private secondary schools on December 7 and 8, 2016.

2. Only private secondary schools with permit to operate from DepEd shall be included in the conduct of the test.

3. Relative to this, the Division Testing Coordinator (DTC) shall conduct an orientation on Standardized Administration of the NCAE to all public and private secondary school heads on the following schedule:

Participants	Date	Venue
3 rd CD	December 5, 2016	Division Conference Hall
1 st and 2 nd CD	December 6, 2016	Division Conference Hall

4. The following topics shall be discussed on the said Orientation:

- Updates on the proper conduct/administration of the test;
- Security of test materials;
- Allocation of test materials.

5. Traveling expenses shall be charged to the Local/School MOOE Funds subject to the usual accounting and auditing rules and regulations.

6. Immediate dissemination of this Memorandum is desired.


NATIVIDAD P. BAYUBAY

Officer-in-Charge
Office of the Schools Division Superintendent

