



Republic of the Philippines
DEPARTMENT OF EDUCATION
Regional IX - Zamboanga Peninsula
Division of Zamboanga del Norte
Estaka, Dipolog City



REGIONAL OFFICE
DIVISION OF ZAMBO DEL N

RELEASED

TO : **Chiefs, SGOD and CID**
Public Schools District Supervisors
School Heads, Sampled Public Elementary Schools
School Testing Coordinators
Room Supervisors and Room Examiners
All Others Concerned

FROM : **Office of the Schools Division Superintendent**


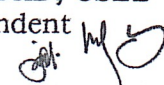
SUBJECT : **Administration of the 2018 Early Language, Literacy and Numeracy Assessment (ELLNA) to Grade 4 learners in the 14 sampled schools**

DATE : September 17, 2018

1. As mandated in DepEd Order 55, s. 2016, re: "Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program", the Department of Education, through the Bureau of Education Assessment (BEA) with the assistance of the division personnel, shall administer the 2018 Early Language, Literacy and Numeracy Assessment (ELLNA) in the herein-identified sampled high schools on **October 10, 2018**;
2. All **Grade 4 learners** including those with special needs from the sampled schools shall take the test;
3. Please find the hereto annexed list of sampled schools with the assignment of room examiners and room supervisors in generic names only, for your information and guidance;
4. There will be an orientation on the standardized administration of ELLNA on **October 8, 2018, 1:30 PM, at the Conference Room, Schools Division Office, Estaka, Dipolog City**. Expected to attend the orientation are the sampled school heads as chief examiners, or in their behalf, the designated school testing coordinators. *Distribution of the test materials to the chief examiners or to their duly designated representatives shall be done after the said orientation*;
5. In relation to the foregoing paragraphs, the concerned school head shall, among other things, prepare, sign and issue the necessary travel documents to his teachers who shall be serving as room examiners or room supervisors, as the case may be, in the nearby sampled testing school, and to issue certificates of appearance to the serving testing personnel in his school, and the substitution notification to the other testing school in the event and for valid cause, his originally assigned teacher-examiner/supervisor cannot serve on the day of the test administration;
6. It is imperative that the school head should have tapped experienced teachers insofar as the administration of the standardized test. He should also lead in the

conduct of debriefing or re-orientation to his own teacher-examiners/supervisors before they will be sent to the school where they are respectively assigned to act as such.

7. Concerned Public Schools District Supervisors are enjoined to conduct monitoring in the sampled schools within their respective district, and to coordinate with the Division Testing Coordinator to ensure smooth and orderly test administration;
8. Per, Joint CSC-DBM Circular No. 2, s. 2004, service credits or the Compensatory Overtime Credit, as the case may be, shall be given to the division and field personnel who may have served beyond the official time during which the test administration or its preparatory/ancillary activity is done, without prejudice to the other service benefit clause applicable only to private employees who may be involved in the test administration;
9. Travel expenses which may be incurred in by the concerned testing personnel during the orientation and in the test administration shall be chargeable against the local funds/School MOOE, subject to the usual accounting and auditing rules and regulations;
10. Immediate and wide dissemination of this Memorandum is desired.


PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent 

Encl.:
As stated



Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Estaka, Dipolog City



EARLY LANGUAGE, LITERACY AND NUMERACY ASSESSMENT (ELLNA) FOR GRADE 3
ASSIGNMENT OF ROOM EXAMINERS AND SUPERVISORS

No.	School Name	Grade 4 Enrolmen	Name of Room Examiners from other School	Room Supervisor
1	Pifian CS	155	1 Room Examiner from Polanco CS	Room Supervisor from Polanco CS
			2 Room Examiner from Polanco CS	
			3 Room Examiner from Polanco CS	
			4 Room Examiner from Polanco CS	
			5 Room Examiner from Polanco CS	
			6 Room Examiner from Polanco CS	
2	Polanco CS	133	1 Room Examiner from Pifian CS	RS from Pifian CS
			2 Room Examiner from Pifian CS	
			3 Room Examiner from Pifian CS	
			4 Room Examiner from Pifian CS	
			5 Room Examiner from Pifian CS	
3	Katipunan CS	115	1 Room Examiner from Roxas CS	NA
			2 Room Examiner from Roxas CS	
			3 Room Examiner from Polanco CS	
			4 Room Examiner from Polanco CS	
4	Roxas CS	115	1 Room Examiner from Katipunan CS	NA
			2 Room Examiner from Katipunan CS	
			3 Room Examiner from Katipunan CS	
			4 Room Examiner from Katipunan CS	
5	Manukan East CS	112	1 Room Examiner from Sindangan Pilot DS	NA
			2 Room Examiner from Sindangan Pilot DS	
			3 Room Examiner from Sindangan Pilot DS	
			4 Room Examiner from Sindangan Pilot DS	
6	Ponot CS	140	1 Room Examiner from Sindangan Pilot DS	RS from Sindangan Pilot DS
			2 Room Examiner from Sindangan Pilot DS	
			3 Room Examiner from Sindangan Pilot DS	
			4 Room Examiner from Sindangan Pilot DS	
			5 Room Examiner from Sindangan Pilot DS	
7			1 Room Examiner from Mandih CS	Room Supervisor from Ponot CS
			2 Room Examiner from Mandih CS	
			3 Room Examiner from Mandih CS	
			4 Room Examiner from Mandih CS	
			5 Room Examiner from Mandih CS	
			6 Room Examiner from Mandih CS	

8	Sindangan Pilot Demonstration School	500	7	Room Examiner from Ponot Central School	Room Supervisor from Manukan East CS
			8	Room Examiner from Ponot Central School	
			9	Room Examiner from Ponot Central School	
			10	Room Examiner from Ponot Central School	
			11	Room Examiner from Ponot Central School	
			12	Room Examiner from Manukan East CS	Room Supervisor from Mandih CS
			13	Room Examiner from Manukan East CS	
			14	Room Examiner from Manukan East CS	
			15	Room Examiner from Manukan East CS	
			16	Room Examiner from Roxas CS	
			17	Room Examiner from Roxas CS	
9	Mandih CS	178	1	Room Examiner from Sindangan Pilot DS	RS from Sindangan Pilot DS
			2	Room Examiner from Sindangan Pilot DS	
			3	Room Examiner from Sindangan Pilot DS	
			4	Room Examiner from Sindangan Pilot DS	
			5	Room Examiner from Sindangan Pilot DS	
			6	Room Examiner from Sindangan Pilot DS	
10	Bacungan CS	139	1	Room Examiner from Baybay CS	RS from Baybay CS
			2	Room Examiner from Baybay CS	
			3	Room Examiner from Baybay CS	
			4	Room Examiner from Baybay CS	
			5	Room Examiner from Baybay CS	
11	Baybay CS	137	1	Room Examiner from Bacungan CS	RS from Bacungan CS
			2	Room Examiner from Bacungan CS	
			3	Room Examiner from Bacungan CS	
			4	Room Examiner from Bacungan CS	
			5	Room Examiner from Bacungan CS	
12	Osukan ES	153	1	Room Examiner from Kalawit CS	RS from Kalawit CS
			2	Room Examiner from Kalawit CS	
			3	Room Examiner from Kalawit CS	
			4	Room Examiner from Kalawit CS	
			5	Room Examiner from Kalawit CS	
13	Kalawit CS	136	1	Room Examiner from Osukan ES	RS from Osukan ES
			2	Room Examiner from Osukan ES	
			3	Room Examiner from Osukan ES	
			4	Room Examiner from Osukan ES	
			5	Room Examiner from Osukan ES	
14	Bucana ES	127	1	Room Examiner from Siocon CS	Room Supervisor from Siocon CS
			2	Room Examiner from Siocon CS	
			3	Room Examiner from Siocon CS	
			4	Room Examiner from Siocon CS	
			5	Room Examiner from Siocon CS	

14			1	Room Examiner from Bucana ES	
			2	Room Examiner from Bucana ES	
	Slocon Central School	161	3	Room Examiner from Bucana ES	Room Supervisor from Bacuna ES
			4	Room Examiner from Bucana ES	
			5	Room Examiner from Bucana ES	
			6	Room Examiner from Bucana ES	