



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023- 0024

To: Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Education Program Supervisors, Curriculum Implementation Division
Education Program Supervisor, School Governance and Operations Division
Public Schools District Supervisors
Public and Private Secondary School Heads
Elementary Schools and Integrated School Heads

Subject: **TECHNICAL WORKING COMMITTEES IN THE PREPARATION OF ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST FOR GRADE 12 FOR SCHOOL YEAR 2022-2023**

Date: January 19, 2023

1. The “**ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST FOR GRADE 12 (NATG12) FOR THE SY 2022-2023**” shall be conducted to all Grade 12 students who are currently enrolled in public and private schools, through paper and pencil-based modality on January 30 and 31, 2023 for all Secondary Schools, and February 1 and 2, 2023 for Integrated Schools.

2. Here are the Technical Working Committees and their roles and responsibilities in the administration of NATG12:

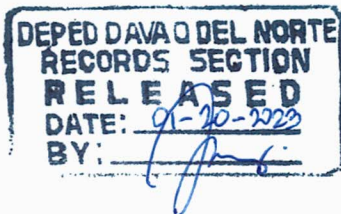
- a. The **Education Program Supervisors** – conduct monitoring in the preparation and in the administration of NATG12 within their assigned district;
- b. The **Public School District Supervisors** – check, monitor and give technical assistance to the schools in the preparation and in the administration of the NATG12 in the district;
- c. The **SGOD Personnel** – monitor and give technical assistance in the preparation in the administration of the NATG12;
- d. The **Division Health Personnel** – ensure adherence to COVID-19 health and safety protocols, check and monitor the preparation and the school’s compliance to COVID-19 protocols, and conduct health checks to personnel and students;
- e. The **School Heads** – ensure the preparation of the school in the administration of NAT12 and serve as Chief examiners;
- f. The **Room Examiners** – administer the test of the learners;
- g. The **School Testing Coordinators** – assist the school head;

- h. The **School DRRM Coordinators** – ensure the safety and security of the learners and testing personnel;
 - i. The **Division Technical Working Committees** – arrange the delivered boxes by district before the examination day and assist in the distribution, retrieval and packing of test booklets and other testing materials.
3. Attached is the list of Division Technical Working Committees.
4. All Expenses relatives to the administration of NATG12 shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
5. It is also emphasized that while in the activity, the personnel shall observe and follow the minimum health protocols wherever they may be in accordance with the *IATF and DOH rules and guidelines, while the equal opportunity principle must always be upheld.*
6. Prompt dissemination of this memorandum is desired.

For the Schools Division Superintendent:



REBECCA C. SAGOT, CESO VI
Assistant Schools Division Superintendent 2



Enclosure/s: As stated
sgod/afl

Inclusive No.1 to Division Memorandum SGOD-2023-0024

2023 National Achievement Test (NAT12)
Technical Working Committees
January 30-31, 2023 and February 1-2, 2023

Name	Position
Ramel M. Pilo	Chief-SGOD
Cristopher Gonzales	EPS
Arnel F. Labasan	SEPS
Danilo Jr. Q. Lumayno	EPS-II
Elvin Anajao	PDO-I
Jan Gabero	ADAS II
Nerio M. Garcia	ADA I
Filipinas L. Macaso	ADAS III
Bebelita L. Pino	ADA I
Rodelio Galvez	Dental Aide
Roy Cacam	ADA I
Peter Gaum	ADA I
Rey Mascarinas	ADA I
Guillermo Cadusale	ADA I
Arturo Salva	ADA I
Eusebio Amores	Guard
Mario Paradillo	Guard
Jouannie Doroton	JO
Ryan Ang	JO
Listher Kim Adlaon	JO

