



Republic of the Philippines  
Department of Education  
Region VII – CENTRAL VISAYAS  
**SCHOOLS DIVISION OF BOHOL**

**Office of the Schools Division  
Superintendent**

**DIVISION MEMORANDUM**

MLA-2023- 018

TO : Assistant Schools Division Superintendent  
Chief, CID and SGOD  
All Others Concerned

FROM : **DR. BIANITO A. DAGATAN, CESO V**  
Schools Division Superintendent

SUBJECT: National Achievement Test Grade 12 (NATG12) 2022-2023

DATE : January 20, 2023

1. Please be informed that the National Achievement Test (NAT) for Grade 12 is scheduled on January 30 and 31, 2023.
2. To insure the smooth and prompt conduct of the test, this office is creating committees composed of division office personnel to segregate and pack by school the test materials on January 21 and 22, 2023. Likewise, committees on retrieval are also created to receive the test materials from the Chief Examiners a day after the examination.

Segregation and Packing/Repacking NAT 12 Materials (January 21 and 22, 2023, February 4 and 5, 2023)	Retrieval of NAT Materials (February 1, 2023)
Chair- Lope Hubac Frances Melencion Mark Potane Allan Rey Palban Ganie Caliso Wee Villaver Jovelino Apale Jonathan Suan Marlon Lacia Gerry Sugayno Adriano Beniga Lope S. Hubac	Frances Melencion, Mark Potane Jerome Capuno, Elizabeth Pido Marjorie Padonat, Iris Finalyn Ancog Mercedes Ungab, Juvelino Apale Jonathan Suan, Wee Villaver Allan Rey Palban , Ganie Caliso Adriano Beniga, Gerry Sugayno Wilma Salgados, Antonio Pahang Joan Lagria, Mariel Jo Lomarda Joanne May Bungabong, Marlon Lacia Alberto Quezon Jr., Ivy Bacareza Karyll Manlangit, Ralf Rapirap, Evelyn Malaran, Maveth Bulacan



0050 Lino Chatto Drive Barangay Cogon, Tagbilaran City, Bohol

Tel Nos.: (038) 412-4938; (038) 411-2544 (038) 501-7550

Telefax: (038) 501-7550 email add: deped.bohol@deped.gov.ph



	Bryan Cabangbang, Helen Macellones, Lope Hubac
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3. The members of the committee for segregation and packing the NAT materials are also the same people to repack all test materials on February 4 and 5, 2023 for retrieval of the forwarder.
4. Provision of allowances during the conduct of segregation, packing/repacking and retrieval of materials of NAT Grade 12 shall be sourced from BEA Funds. Attached as Annex A is the Sub-ARO with approved authority to pay financial subsidy for payment of allowances.
5. Your usual assistance is highly appreciated.



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Republic of the Philippines  
DEPARTMENT OF EDUCATION

Central Office


SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2023

<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> PPA373 310100100001000 - Current Appropriations National Assessment Systems for Basic Education		<b>REFERENCE:</b> FY 2023 GAAAO dated 01/03/2023	<b>SUB-ALLOTMENT RELEASE ORDER NO.</b> OSEC-7-23-0175
		<b>LEGAL BASIS:</b> Republic Act No. 11936 - FY 2023 GAA	<b>DATE:</b> 30-Jan-23
<b>FUND CODE:</b> 01101101	<b>ORGANIZATION CODE:</b> 070010100000		<b>FISCAL YEAR:</b> FY 2023
<b>PURPOSE:</b> <i>Transfer of funds to cover funding requirements for the Administration of the National Achievement Test for Grade 12 (NATG12).</i>			
<b>To: The Schools Division Superintendent</b> Schools Division of Bohol DepEd - Region VII 070010807001			<b>Region :</b> <u>7</u>
<b>PARTICULARS</b>		<b>ALLOTMENT CLASS/ ACCOUNT CODE</b>	<b>AMOUNT AUTHORIZED</b>
Subsidy to Operating Units		MOOE 5021408000	276,650.00
<b>AMOUNT IN WORDS:</b> *** <i>Two Hundred Seventy Six Thousand Six Hundred Fifty Pesos Only</i> ***			<b>Total:</b> <u>276,650.00</u>
<b>NOTE:</b> The MOOE and CO allotment herein sub-allotted is valid for obligation until December 31, 2024.			

The above sub-allotments have been made available for expenditures of the Region/Division/School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to Section 41, Book VI of Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

**CERTIFIED CORRECT:**

  
MA. BELEN D. DEMONTEVERDE  
Supervising Administrative Officer  
OIC, Budget Division

**APPROVED:**

  
ANNALYN M. SEVILLA  
Undersecretary for Finance



Republic of the Philippines  
Department of Education

BCN # 84 - AC-23 - BEA - EAD - NASBE 522

310100100001000 - P 15, 667, 190.00

AR No : AR-2023-CO-00005

DATE : Jan 23, 2023

FOR : GINA O. GONONG  
Undersecretary For Curriculum And Teaching

FROM : NELIA V. BENITO, Ph.D., CESO IV  
Director IV

ALLOTMENT AVAILABLE **APPROVED**

MA. BELEN DEMONTEVERDE  
Supervising Administrative Officer  
OIC, Budget Division

*BUDGET Div pls  
process asap, as  
this request/activity  
is for today Jan 30-  
AS 1/30*

SUBJECT : ACTIVITY REQUEST FOR THE DOWNLOADING OF THE NASBE PROGRAM SUPPORT FUNDS FOR THE ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST FOR GRADE 12 (NATG12)

**NAME OF PROGRAM(S)/ PROJECT(S):**

NASBE PROGRAM SUPPORT FUNDS 1

**OUTPUT(S) TO BE PRODUCED AND ITS CODE(S):**

Output Code	Output	Physical Target
OC-23-BEA-EAD-NASBE-017	Division offices provided with PSF	215

**ACTIVITY/IES TO BE REQUESTED:**

Activity Code	Name of Activity
AC-23-BEA-EAD-NASBE-033	Downloading of Program Support Funds


**ACTIVITY/IES WITH DOWNLOADING:**

A total amount of Fifteen Million Six Hundred Sixty-Seven Thousand One Hundred Ninety Pesos (PhP15,667,190.00) shall be downloaded to select Schools Division Offices to defray expenses for the NASBE Program Support Funds.

*As subject to budget/accounting/ auditing rules and regulations*  
ANNALYN M. SEVILLA  
Undersecretary for Finance  
*Annalyn* 4/30

**FINANCIAL REQUIREMENTS:**

Activity Code	Name of Activity	Amount
AC-23-BEA-EAD-NASBE-033	Downloading of Program Support Funds	15,667,190.00
Grand Total:		15,667,190.00



**SOURCE OF FUNDS:**

NASBE - 2023

**ADMINISTRATIVE ARRANGEMENTS:**

Activity code: AC-23-BEA-EAD-NASBE-033  
Activity: Downloading of Program Support Funds  
Inclusive Date: January 2023

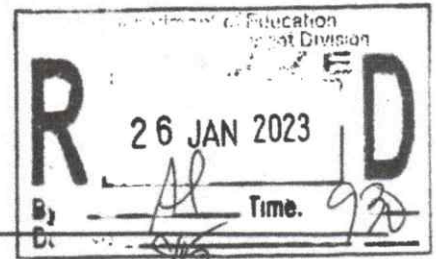
**ANNEXES:**

1. Annex A - Summary of Budget for Downloading to Schools Division Offices
2. Annex B - Breakdown of Orientation Subsidy for NATG12
3. Annex C - Breakdown of Transportation Subsidy for the Delivery/Retrieval of the Test Materials for NATG12.
4. Guidelines on the Use of Program Support Funds 1
5. FY 2023 WFP for Current Funds
6. Memorandum - Authority to Pay the Financial Subsidy to Field Testing Personnel for the Conduct of ELLNA and NATG6 for SY 2021-2022 signed by Usec. Annalyn Sevilla dated May 26, 2022
7. Memorandum - Authority to Pay the Program Support/Assistance to Field Testing Personnel for the Implementation of the Computer-Based National Achievement Test (CB-NAT) signed by Usec. Annalyn Sevilla dated October 19, 2021
8. Memorandum - Authority to Pay Allowance during the conduct of Activities in Relation to the Testing Programs of the Bureau of Education Assessment signed by Usec. Victoria M. Catibog dated January 23, 2019.

All expenses incurred in this activity is subject to usual accounting and auditing rules and regulations.



Republic of the Philippines  
**Department of Education**  
BUREAU OF EDUCATION ASSESSMENT



Office of the Director

**MEMORANDUM**

**BEA-2023-01-0092**

*de subject to all existing rules and regulations*

FOR : **ANNALYN M. SEVILLA** *1/30*  
Undersecretary for Finance

THROUGH : **GINA O. GONONG** *gpa*  
Undersecretary for Curriculum and Teaching

FROM : **NELIA V. BENITO, PhD, CESO IV** *wleink*  
Director IV

SUBJECT : **Authority to Pay Financial Subsidy to Field Testing Personnel for the Conduct of the National Achievement Test for Grade 12 (NATG12)**

DATE : January 23, 2023

This Bureau will conduct the National Achievement Test for Grade 12 (NATG12) for the School Year (SY) 2022-2023. In line with DepEd Order No. 55, s. 2016 and DepEd Memorandum No. 01, s. 2023, the conduct of this activity will provide proxy indicators that will help measure the effectivity and efficiency of the delivery of education services, for the improvement of the curriculum implementation. With assistance from the Schools Division Offices (SDOs) and schools, all enrolled Grade 12 learners in public and private schools shall take the NATG12. Testing personnel will come from SDOs and schools.

Authority is hereby requested to approve the financial subsidy for the testing personnel that will serve in the testing preparation and the administration of the NATG12. The subsidy includes the following:

- a. Orientation Subsidy covering meals and transportation, and
- b. Transportation Subsidy for the Delivery and Retrieval of Test Materials to and from the Testing Centers.



The subsidies are necessary for the said personnel as this activity is outside their regular workload. The rates are aligned with Executive Order No. 77 s. 2019 titled, *Prescribing Rules and Regulations and Rates of Expenses and Allowances for Official local and Foreign Travels of Government Personnel* which rationalizes the rates/subsidies must be fair, reasonable, and cost-effective.

Attached are the following documents in support of this request.

1. Breakdown of the Funding Requirements for the NATG12
2. WFP for Current Funds for 2023, and
3. Previously approved authorities used as basis for the requested amount of subsidies:
  - a. Authority to Pay the Program Support/Assistance to Field Testing Personnel for the implementation of the Computer-Based National Achievement Test (CB-NAT) **signed by Undersecretary Annalyn Sevilla dated October 19, 2022.**
  - b. Authority to Pay the Financial Subsidy to Field Testing Personnel for the Conduct of ELLNA and NATG6 for SY 2021-2022 **signed by Undersecretary Annalyn Sevilla dated May 26, 2022.**
  - c. Authority to Pay Allowances during the Conduct of Activities in Relation to the Testing Programs of the Bureau of Education Assessment **signed by Undersecretary Victoria M. Catibog dated January 23, 2019.**

Approval of this request is deemed necessary to support the Activity Request for the downloading of Program Support Funds to SDOs. The updated rates shall be the basis for downloading program support funds (PSF) to the 217 SDOs in their respective regions. Moreover, the corresponding funds for these assessment programs shall be charged against FY 2023 NASBE Current Funds, subject to the usual accounting and auditing rules and regulations.

The following tables show the proposed financial subsidy which includes the expected duties and responsibilities of the testing personnel, the expenses relative to the transportation of test materials, and the corresponding rates per day:

1. Orientation Day/ Testing Center Preparation

Field Testing Personnel	Duties and Responsibilities	Rate/s
Schools Division Superintendent (SDS)	Oversee the test administration in the division	Php 800.00
Division Testing Coordinator (DTC)	Supervise the overall activities related to the test administration. Report the current condition of the test administration and closely coordinate with BEA and other sampled schools should there be any assessment-related concerns.	Php 800.00
Private Schools Supervisor (PSS)	Communicate with private schools regarding the preparations for NAT G12.	Php 800.00



School Heads	Monitor the test administration in their respective schools and coordinate with the local government and health unit for the safety and health of the test takers and other personnel involved in the test administration.	Php 800.00
Support Staff	Provide additional technical or logistics assistance during the preparation/orientation, test administration, delivery/retrieval of test materials, etc.	Php 800.00

2. Delivery and Retrieval of Test Materials to/from Testing Centers

Transportation of Test Materials (TMs)	Amount
Delivery of TMs from SDO to the Testing Center	Php 150
Retrieval of TMs from the Testing Center to SDO	Php 150

For your approval.

