



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools Division
Superintendent**

August 28, 2024

DIVISION MEMORANDUM
No. **395**, s. 2024

**VIRTUAL ORIENTATION ON THE ADMINISTRATION OF TEST OF
FUNDAMENTAL ACADEMIC SKILLS (TOFAS) – POSTTEST FOR KEY STAGES 2
AND 3 FOR SCHOOL YEAR 2023-2024**

To: Assistant Schools Division Superintendents
Chiefs, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary/Secondary School Heads
All Others Concerned

1. This office through the Curriculum Implementation Division (CID) will conduct a Virtual Orientation on the Administration of the Test of Fundamental Academic Skills (TOFAS) – Posttest for Key Stages 2 and 3 for the School Year 2023-2024, via MS TEAMS on **August 29, 2024**, at **1:00 P.M.**, the link to join the session will be sent directly to the PSDS.
2. The activity aims to:
 - a. reorient participants on the content and structure of the TOFAS;
 - b. clarify the procedures for administering the posttest; and
 - c. foster a positive and professional attitude towards test administration, while upholding the highest standards of confidentiality and integrity throughout the testing process.
3. The target participants for this initiative include the 58 PSDSs (Public School District Supervisors) as well as all Elementary and Secondary School Heads. Each district will be allocated 4 slots on MS Teams. School Heads are encouraged to convene in up to 4 designated locations that have strong internet connectivity to ensure smooth participation.
4. Immediate and wide dissemination of the Memorandum is desired.


CASIANA P. CABERTE, Ph.D. 8/28/24
SCHOOL DIVISION SUPERINTENDENT

SDS/ASDS/CID/CMR/PCGJR



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