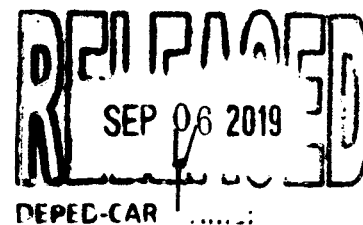


September 3, 2019

**REGIONAL MEMORANDUM**

No. 289.2019

To: Schools Division Superintendents  
Division Testing Coordinators  
QAD and CLMD Chiefs  
All others concerned





**MONITORING THE CONDUCT OF THE 2019 ENGLISH PROFICIENCY TEST  
FOR TEACHER APPLICANTS**

1. Per DepED Memorandum No. 106, s. 2019 *“Administration of the English Proficiency Test for Teacher Applicants Nationwide”*, regional office personnel are requested to monitor the conduct of the test in the region. This is in compliance to DO 55, s. 2016, Section 15: Monitoring and Evaluation of Test Administration.
2. The schedule of the EPT activities are as follows:
  - **Test Orientation** - **October 5, 2019 (Saturday)**
  - **Test Administration** - **October 6, 2019 (Sunday)**
3. Below are the list of the Regional Monitors assigned in each division. RO Monitors shall coordinate with the Division Testing Coordinator/s re: testing venue/center.

Regional Monitor	Division	DTC	Contact Number
Angela K. Apopot	Abra	Mijurodel Rifareal	09175122801
Romulo B. Basa	Apayao	Arnold A. Tomas	09269275963
Maksim A. Botilas	Baguio City	Nora Dalapnas	09087216042
Clemente D. Bandao Jr.	Benguet	Wilfred Bagsao	09996778811
Florence E. Balictan	Ifugao	Cecil Kitong	09351907503
Thelma D. Dalay-on	Kalinga	Silverio Tawatao	09957900820
Patricio Dawaton	Mountain Province	Anthony Berto	09101492344
Annie Rose B. Cayasen	Tabuk City	Emmanuel Ubuan	09950881107

4. Attached is the monitoring tool to be accomplished by the Regional Monitor to be submitted to the Regional Testing Coordinator for consolidation on or before **October 10, 2019**.
5. All personnel involved in the conduct of the EPT shall be entitled to Service Credits or Compensatory Overtime Credits (COCs) as per CSC and DBM Joint Circular No. 2, s. 2015 in lieu of October 5 and 6 which are Saturday and Sunday.
6. Travel expenses of Regional Monitors shall be charged to local funds subject to the usual accounting and auditing rules and regulations.

7. For more information, please contact the **Quality Assurance Division (QAD), DepED – Regional Office, Cordillera Administrative Region** at Telephone Number: **422 – 5187** or email us at: **quad.depedcar@gmail.com**.
8. Immediate dissemination of this memorandum is desired.

  
**MAY B. ECLAR, Ph.D., CESO V**  
Regional Director 



Republic of the Philippines  
**Department of Education**

**30 AUG 2019**

DepEd MEMORANDUM  
No. **106**, s. 2019

**ADMINISTRATION OF THE ENGLISH PROFICIENCY TEST  
FOR TEACHER APPLICANTS NATIONWIDE**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), shall administer the **English Proficiency Test (EPT) for Teacher Applicants nationwide**. The test shall be administered to schools divisions in their respective regions every Sunday in 10 batches. For this year, the scheduled dates of the test administration are as follows:

<b>Batch</b>	<b>Region</b>	<b>Date</b>
1	IV-A	September 1, 2019
2	XI and II	September 8, 2019
3	National Capital Region and IV-B	September 15, 2019
4	VI	September 22, 2019
5	VII	September 29, 2019
6	I and Cordillera Administrative Region	October 6, 2019
7	III	October 13, 2019
8	V and IX	October 20, 2019
9	VIII and XII	October 27, 2019
10	X and Caraga	November 10, 2019

2. Each examinee shall be allowed to take the test only once, regardless of the number of plantilla positions and schools divisions the applicant is applying for. The result of the EPT shall be valid for two years from the time of the test administration.

3. BEA personnel who will be assigned in the schools division shall perform the following duties:

- orient the schools division personnel who shall assist in the conduct of the test a day prior to the scheduled dates of examination,
- deliver and retrieve test materials, and
- monitor the test administration.

4. The schools division superintendent shall perform the following functions:

- identify the venue/testing center for the conduct of the test by taking into consideration accessibility and location;

- b. assign/identify testing personnel such as Division Testing Coordinator as Chief Examiner, Division Chiefs and Education Supervisors, School Heads as Room Supervisors and/or Room Examiners; and
  - c. ensure that the list of examinees are ready prior to the conduct of the test.
5. Expenses for the test administration shall be charged to local funds, while daily travel expenses, transportation cost and other allowable expenses of BEA authorized personnel shall be charged to BEA Funds subject to the usual accounting and auditing rules and regulations.
6. For more information, please contact the **Bureau of Education Assessment-Education Assessment Division**, 2nd Floor Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City at telephone nos. (02) 631-2589 and 631-2571
7. Immediate and wide dissemination of this Memorandum is desired.



**LEONOR MAGTOLIS BRIONES**  
Secretary

References:

DepEd Order No. 7, s. 2015  
DepEd Memorandum No. 145, s. 2019

To be indicated in the Perpetual Index  
under the following subjects:

ASSESSMENT  
LEARNING AREA, ENGLISH  
TEACHERS  
TEST

APA/R-DM Administration of the EPT for Teachers  
0458/July 8, 2019

## **SECTION 15: Monitoring and Evaluation of Test Administration**

The national test administration shall be monitored and evaluated in levels: by the Central Office through BEA and by the Regional and Schools Division Offices and schools through their field personnel. For the Placement/Accreditation/Equivalency Tests, the test administration shall also be monitored and evaluated by the Bureau of Learning Delivery aside from the personnel aforementioned above.

The Regional and Division Offices shall form a committee to monitor and evaluate the processes done before, during, and after the conduct of the test using a monitoring tool. A monitoring tool is provided to every test monitor to ensure that the standard procedures are followed.

The Regional Office committee shall be composed of personnel from the Curriculum and Learning Management Division (CLMD) and Quality Assurance Division (QAD), while the Schools Division Office committee shall be composed of personnel from the Curriculum and Instruction Division (CID) and the School Governance and Operations Division (SGOD).

The monitoring and evaluation to be conducted in random schools in select divisions shall be part of the research on the effectiveness of the test administration scheme and utilization of data.

Monitoring Forms will be distributed during the National Conference/Consultative Workshop of field testing personnel to be conducted by BEA. Schedule and venue of said conference/consultative workshop shall be announced through a memorandum.