



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region XI  
Division of Digos City



Office of the Schools Division  
Superintendent

Telefax: (082) 553 – 8396; 553-8376

Division Memorandum  
No. 459, s. 2017

To: Public Schools District Supervisors  
Public Elementary School Principals/Officers-in-Charge

From: WINNIE E. BATOON, Ed. D.  
Officer-in-Charge  
Office of the Schools Division Superintendent

Subject: Reorientation of District Science Test Writers

Date: July 25, 2017

1. The Curriculum and Implementation Division (CID) through the Science Education Program Supervisor will be conducting a Reorientation of District Science Test Writers on the preparation of Table of Specifications (TOS) and test questions for the quarterly examination on July 28, 2017, 1:00 PM, at the Ramon Magsaysay Central Elementary School Library.
2. This activity has the following objectives: (a.) review the guidelines on the test construction for the improvement of quality of test questions in science given during quarterly examinations, (b.) unify the format in the preparation of the TOS as guide in the preparation of test questions, and (c.) discuss issues and concerns regarding preparation of quarterly tests in science.
3. In this connection, the district test writers in Science from Grade 3 to Grade 6 (1 test writer/grade level/district) are directed to attend the said activity. Participants are requested to bring along a copy of the curriculum guide, Budget of Work for the First Quarter (if any) and some sample TOS and test items.
4. School heads are advised to make necessary arrangement such that classes of teacher-participants are taken care of.
5. Travel and other incidental expenses of the participants are chargeable against local funds/School MOOE subject to the usual accounting and auditing rules and regulations.
6. For information, guidance and compliance.

DepEd Schools Division of Digos

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DATE: JUL 26 2017 TIME 9:47 AM

By: