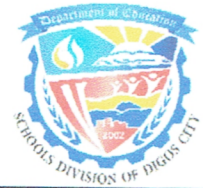


18-18560



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 924, s. 2018

September 25, 2018

ADMINISTRATION OF 2018 ENGLISH PROFICIENCY (EPT) – SPECIAL SCHEDULE FOR TEACHER I APPLICANTS

To: Chiefs, SGOD & CID
Education Program Supervisors
Public School District Supervisors
Elementary & Secondary School Heads
All Other Concerned

1. In reference to DepEd Order No. 7, s. 2015, DepEd Order No. 3, s. 2016 and DepEd Order No. 32, s. 2016, this Office, in coordination with the Bureau of Education Assessment (BEA), will conduct the **English Proficiency Test (EPT)** among all teacher applicants on **September 29, 2018 (10:00 A.M.)** at **Ramon Magsaysay Central Elementary School, Magsaysay Street, Digos City.**
2. Concerned Digos City Division Officials should advise test taker to be in the venue not later than 10:00 A.M. and to bring pencil for the exam. The list of test takers shall be posted beside the door of each of the testing rooms at Ramon Magsaysay Central Elementary School.
3. Room Examiners/ Proctors (listed below) are likewise advised to perform their duties in accordance with the guidelines set by the BEA.

<i>Name of Personnel</i>	<i>Assignment</i>
1. Arlene P. Barba (PSDS)	Room Examiner – Room #1
2. Mary Glor D. Tabanao (EPS)	Room Examiner – Room #2
3. Eleser P. Mateo (EPS II-SMM&E)	Division Testing Coordinator

4. Room Examiners, Supervisors and other teaching/non-teaching personnel involved are entitled of one (1) day Service Credits or Compensatory Overtime Credits subject to the existing CSC and CSC-DBM Joint Circular No. 2, s. 2004 on non-monetary remuneration for the overtime services rendered.
5. Compliance and immediate dissemination of this memorandum is earnestly desired.

Wep
WINNIE E. BATOON, EdD
 Officer-in-Charge
 Office of the Schools Division Superintendent

Schools Division Office of Digos City
RELEASED
 Date: 28 SEP 2018 Time: 11:52 AM
 BY: *[Signature]*

Encls: As stated
 References:
 To be indicated in the Perpetual Index under the following subjects:
 GOVERNANCE CONVENTION

EPM: EPT-Sept. 29, 2018
25 September 2018