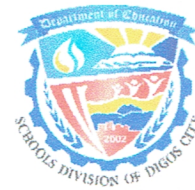




Office of the City Schools  
Division Superintendent

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



Tel. (082) 553-8375 |  
553-8376 | 553-8396  
Fax. (082) 553-8376

January 31, 2019

**DIVISION MEMORANDUM**  
No. 098, series of 2019

**ASSIGNMENTS OF DIVISION PERSONNEL DURING THE CONDUCT OF  
2019 ENGLISH PROFICIENCY TEST (EPT) FOR TEACHER-APPLICANTS**

TO: Division Chiefs (CID & SGOD)  
Public Schools District Supervisors  
Education Program Supervisors  
Division Testing Coordinator  
Concerned Division Personnel

1. Relative to the conduct of the 2019 English Proficiency Test (EPT) for Teacher-Applicants on **February 17, 2019, 1 o'clock in the afternoon at Digos City National High School**, the following Division Personnel are advised to perform the following tasks:

Room Examiners	1. Luzminda B. Jasmin
	2. Ronilyn P. Nieves
	3. Arlene P. Barba
	4. Joan Niones
	5. Neil D. Bongcayao
	6. Helen A. Casimiro
	7. Mary Glor D. Tabanao
	8. Imelda C. Cardines
	9. Ida I. Juezan
	10. Tito Endrina
	11. Cecile Uy
	12. Eleser D. Mateo
	13. Rofelia De Mesa
	14. Jose Israel Maravilles
Room Supervisor	Reyzen O. Monserate

2. Room Examiners and Room Supervisor are advised be at the testing venue at 12:30 PM and to perform their duties in accordance with the guidelines set by the Bureau of Education Assessment (BEA).

3. Travel expenses will be charged to local funds subject to the existing accounting and auditing rules and regulations.

4. Supervisors/Room Examiners and other non-teaching personnel involved are entitled of one (1) day Compensatory Overtime Credits (COC) subject to the existing CSC and CSC-DBM Joint Circular No. 2, s. 2004 on non-monetary remuneration for the overtime services rendered.

5. For your information and compliance.

**WINNIE E. BATOON, EdD**  
Officer-In-Charge

Office of the Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
19-27868  
DATE: FEB 04 2019 TIME: 9:17 AM

Encls: As stated  
References: As stated  
To be indicated in the Perpetual Index under the following subjects:  
GOVERNANCE SMM&E EPT  
ROM: Assignments of Division Personnel During the Conduct of 2019 EPT for Teacher-Applicants  
31 January 2019