



Office of the City Schools  
Division Superintendent

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



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May 20, 2019

**DIVISION MEMORANDUM**

No. 372, series of 2019

**ADDENDUM TO DIVISION MEMORANDUM NO. 310, SERIES OF 2019  
RE: ADMINISTRATION OF THE 2019 SPECIAL PHILIPPINE  
EDUCATIONAL PLACEMENT TEST**

TO: Chief Education Supervisors (CID & SGOD)  
Public Schools District Supervisors  
Division Testing Coordinator  
School Heads Concerned  
Concerned Teaching and Non-Teaching Personnel  
All Others Concerned

1. In reference to Division Memorandum No. 310, s. 2019 entitled "Administration of the 2019 Special Philippine Educational Placement Test" dated April 23, 2019, the following personnel are advised to perform the following tasks:

**A. Distribution and Retrieval: (June 9, 2019)**

Reyzen O. Monserate	Senior Education Program Specialist – SMM&E
Eleser D. Mateo	Education Program Specialist II – SMM&E

**B. Test Administration: (June 9, 2019)**

Helen A. Casimiro	PSDS	Room Supervisor
Chona Lasib	Guidance Counselor III - DiCNHS	Chief Examiner
Cecil Uy	EPS II - HRD	Room Examiner
John Millan	Teacher II - DiCNHS	Room Examiner
Julie Anne Posadas	PDO I - YFD	Room Examiner

2. Chief Examiner, Room Supervisor, Room Examiners and test takers are advised to be in the testing room before **7:30 in the morning on June 9, 2019**.

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

4. For your information and compliance.

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
1905-656  
DATE: 21 MAY 2019 TIME: 10:01 AM  
BY: \_\_\_\_\_

*Winnie E. Batoon*  
**WINNIE E. BATOON, EdD**  
Officer-In-Charge  
Office of the Schools Division Superintendent

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

ROM: Addendum to DM No. 310, s.2019 Re: Administration of the 2019 Special PEPT  
20 May, 2019