DIVISION MEMORANDUM
NO. 049 S. 2017

To: Public and Private Secondary School Heads Teachers (Serving as NCAE Room Examiners)

From: ALLAN G. FARNAZO, CESO IV
Regional Director IV, Concurrent SDS

Reference: DepEd Memo. No. 16, s. 2017 and Regional Memo. No. 60, s. 2017

Subject: Division Orientation on the Conduct of the National Career Assessment Examination (NCAE)

Date: February 21, 2017

1. In line with the preparation of the conduct of the NCAE 2017, DepEd El Salvador City Division will hold an orientation for the Teacher Room Examiners.

2. The following schools will send teacher room examiners corresponding to the number of rooms required:

   - Cogon National High School – 6 room examiners,
   - Hinigdaan National High School - 3 room examiners,
   - Molugan National High School – 13 room examiners,
   - Miraculous Medal Academy - 1 room examiner,
   - St. Joseph Academy - 5 room examiners, and
   - The New El Salvador Colleges - 1 room examiner.

3. Teachers that will serve as Room Examiners are hereby directed to attend the Division Orientation on the Conduct of the NCAE Examination on February 21, 2017 -3:00PM to 5:00PM at the Library Hub, this Division.

4. The orientation aims to:
   - Revisit the different DMs and RM related to the conduct of the NCAE this coming March 1, 2017; and
   - The role and responsibilities of NCAE Room Examiner.

5. For information, guidance and compliance.