



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

September 30, 2024

DIVISION MEMORANDUM
No. 379, s. 2024

**GUIDELINES ON THE DEVELOPMENT AND IMPLEMENTATION OF THE
REGIONAL UNIFIED QUARTERLY ASSESSMENT (RUQA) FOR SY 2024-2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
All Public Elementary & Secondary School Heads
Teacher-Test Developers
All Others Concerned

1. Regarding Regional Memorandum no. 0702, s. 2024 titled Guidelines on the Development and Implementation of the Regional Unified Quarterly Assessment (RUQA) For SY 2024-2025, the test developers are reminded to adhere to the guidelines.
2. In addition, education program supervisors and school heads shall directly supervise, coach/mentor, and monitor the test developers to ensure the content's correctness, accuracy, and completeness and timely submission of all assessment materials.
3. Enclosed are the following:
 - a. Regional Memorandum No. 0702, s. 2024 on the Guidelines on the Development and Implementation of the Regional Unified Quarterly Assessment (RUQA), the content of which is self-explanatory, and
 - b. List of the test developers.
4. Moreover, this Office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocols of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.



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Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

5. This Office directs the immediate and wide dissemination of this Memorandum.

RANDOLPH B. TORTOLA
Schools Division Superintendent
9

To be indicated in the **Perpetual Index**
Under the following subjects:

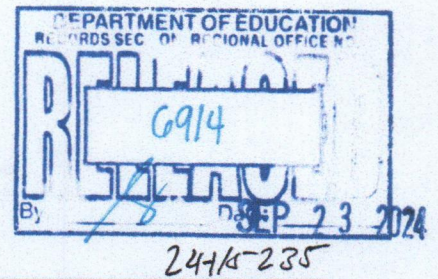
MONITORING
TECHNICAL ASSISTANCE
QUARTERLY ASSESSMENT

CID/NAA





Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO



September 20, 2024

REGIONAL MEMORANDUM
No. 0702, s. 2024

**GUIDELINES ON THE DEVELOPMENT AND IMPLEMENTATION OF THE
REGIONAL UNIFIED QUARTERLY ASSESSMENT (RUQA) FOR SY 2024-2025**

To: Schools Division Superintendents
All Others Concerned

1. Regarding **Regional Memorandum No. 0682, s. 2024** titled **Regional Unified Quarterly Assessment (RUQA)**, the test developers are reminded of the following aimed at enhancing the RUQA's development:

- a. Use the font style Bookman Old Style.
- b. Use the following font sizes: K Stage 1 (16), K Stage 2 (14), K Stages 3-4 (12).
- c. Use single spacing.
- d. Use the following margin to maximize space: 1 cm for top, bottom, left, and right margins.
- e. Use the lower case for the four-letter options (a, b, c, d).
- f. Color/highlight the correct answer with RED (no need to prepare a separate answer key).
- g. The number of Test Questions (TQs) to be prepared for the different grade levels for reliability/validity testing are as follows: K Stage 1 (45), K Stage 2 (60), K Stages 3-4 (75).
- h. Submit/resubmit the corrected/updated Table of Specification (TOS), Budget of Work (BoW), and the Test Questions (TQs - **in WORD file**) for Quarters 2, 3, and 4 not later than **September 23**. Each of the regional education program supervisors for the different content areas will provide a specific Google link and email address to the divisional education program supervisors for the submission of the TOS, BoW, and the TQs.
- i. DO NOT change or modify the assessment materials in any way.
- j. Strengthen the dissemination of the Budget of Work (BoW) to all teachers.



Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
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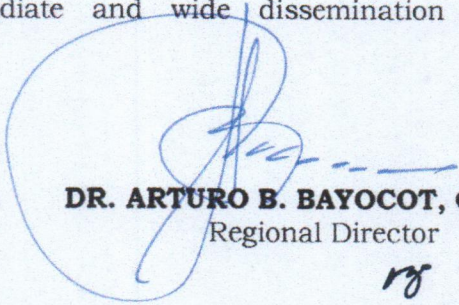
Doc. Ref. Code	EO ORD-F013	Rev	01
Effectivity	01.22.24	Page	1 of 1



2. The test questions for Quarter 1 may be useful as a review material to familiarize the students with the nature of the exams for the remaining quarters.

3. The divisional education program supervisors, through the competent headship of the chiefs, shall directly supervise, coach/mentor, and monitor the test developers to ensure the correctness, accuracy, and completeness of the content and the timely submission of all assessment materials. This synergic approach will help ensure a sustained sense of support, ownership, accountability, and oneness in this collective process. Hence, the regional and divisional supervisors shall closely and regularly engage for updates and coordination.

4. This Office directs the immediate and wide dissemination of this Memorandum.



DR. ARTURO B. BAYOCOT, CESO III
Regional Director

18

To be indicated in the Perpetual Index
under the following subject:

ASSESSMENT

RE: Enhanced Implementation of the Regional Unified Quarterly Assessment (RUQA)
for School Year 2024-2025

CLMD/nick



Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
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Doc. Ref. Code	RD-ORD-F013	Rev	01
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SCHOOLS DIVISION OF EL SALVADOR CITY

Enclosure to Division Memorandum No. 379, s. 2024

List of Test Developers

Name of Test Developers	Learning Area	Grade Level
Helen S. Palasan	English	4
Melanie M. Ligutom	Filipino	2
Arnel A. Superable	Math	7
Lindo M. Cayadong	Math	7
Ma. Lou Lea C. Nob	Science	6
Marchie Riconalla	MAPEH	10
Salvador T. Bendijo II	Araling Panlipunan	11
Marivic S. Torres	Values Education	9

