



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

DEPARTMENT OF EDUCATION
SDO-Iriga City RECORDS SECTION

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TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

Office of the Schools Division Superintendent

MEMORANDUM

To: Assistant Schools Division Superintendent
Chief ES, CID
Education Program Supervisors
Division Testing Coordinators
Public and Private Secondary School Heads
School Testing Coordinators
All Other Concerned

From: MARIA - MAGNOLIA F. BRIOSO, CESO VI
OIC - Schools Division Superintendent

Date: AUGUST 27, 2026

Subject: FACE-TO-FACE MEETING OF
ICT COORDINATORS ON THE ADMINISTRATION
OF THE NATIONAL CAREER ASSESSMENT EXAMINATION (NCAE) FOR
GRADES 9 AND 10 FOR SY 2026 - 2027

1. In preparation for the **National Career Assessment Examination (NCAE) for Grade 9 and Grade 10 learners**, the Schools Division Office of Iriga City, through the Curriculum Implementation Division (CID) and Division Testing Coordinator, shall conduct a Face-to-Face Meeting on the **Technical Assessment and Preparation on the Administration of the Computer Based National Career Assessment Examination (CB - NCAE) for SY 2026 - 2027** on **August 28, 2026 at one o'clock in the afternoon (1:00pm)**, at Gabaldon Room Iriga Central School, San Nicolas, Iriga City.
2. The meeting aims to ensure a uniform understanding, systematic preparation, and smooth administration of the NCAE, particularly on the roles and responsibilities of School Heads/Principals and ICT Coordinators, technical preparations, learner validation, testing room arrangements, equipment readiness, connectivity requirements, and other operational concerns.
3. The participants of this meeting are the following:
 - 3.1. For Public Schools - School ICT Coordinator
 - 3.2. For Private Schools - JHS Principal/or School Testing Coordinator/or ICT Coordinator
4. Please bring the following updated data: Grade 9 Enrollment, Grade 10 Enrollment, and the number of Grade 9 and Grade 10 learners with active DepEd Accounts.
5. Immediate dissemination of this memorandum is desired.



**IRIGA
SPRINGS**

*Sa Serbisyang Tapat at Maagap,
Edukasyon ay Dekalidad!*

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