



Republic of the Philippines  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

April 3, 2023

**SCHOOLS DIVISION MEMORANDUM**

No. 162, s. 2023

**ADMINISTRATION OF QUARTER 3 DIVISION ASSESSMENT**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisor - CID  
 Education Program Supervisors  
 Public Elementary and Secondary School Heads and Teachers  
 All Others Concerned

1. As stipulated in DepEd Order No. 34, s. 2022, formative assessments shall be conducted regularly by the teachers to ensure the quality of learning. Relative to this, this Schools Division Office (SDO) through the Curriculum Implementation Division (CID) shall conduct the Quarter 3 Division Assessment to identify learning gaps and design appropriate interventions to ensure the realization of the target percentage of learners who meet or exceed the Minimum Proficiency Level (MPL).
2. This Q3 Division Assessment shall serve as the Q3 examination of the learners. Hence, the schedule of its administration shall follow the schedule of the 3rd Quarter Exam on April 20 & 21, 2023 as provided in DO 34, s. 2022.
3. To standardize the administration of Q3 Division Assessment, the following guidelines are provided, to wit:
  - a. The learning area to be administered per day shall be as follows:

Key Stage	Day 1	Day 2
KS1 Kinder and Grades 1 – 3	Literacy in Kinder Filipino MTB- MLE English MAPEJ	Numeracy in Kinder Math Science AP EsP
KS 2 Grades 4 – 6	Filipino English EsP MAPEH	Math Science AP EPP
KS 3 Grades 7 – 10	Filipino English EsP MAPEH	Math Science AP TLE
KS 4 G11	Pagbasa at Pagsusuri ng Iba't-Ibang Teksto Tungo sa Pananaliksik	Physical Science Entrepreneurship



*Loyal, Excellent, Accountable and Dedicated to Service*

Address: Brgy. Rizal, Science City of Muñoz, 3119  
 Telephone No.: (044) 806 -2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)  
 DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



Republic of the Philippines  
**Department of Education**

REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

KS 4 G11	Pagbasa at Pagsusuri ng Iba't-Ibang Teksto Tungo sa Pananaliksik  Statistics & Probability  Reading and Writing Skills  PE	Physical Science  Entrepreneurship  Specialized Subjects
KS 4 Grades 12	CPAR  PE  Pagsulat sa Filipino sa Piling Larang  English for Academic and Professional Purposes	Inquiries, Investigation and Immersion  Specialized Subjects

- b. Time allotment per subject is 1 hour.
  - c. Class advisers shall serve as test administrators.
  - d. School Heads, Assistant Principals and/ or Head Teachers, and Subject Group Heads shall monitor the test administration, ensure that there is no test leakage or other forms of cheating occur and prepare and upload in Google Drive the accomplished and signed monitoring tool (Enclosure No.2)
4. The development, validation, and finalization of the assessment tools shall be managed and supervised by the learning area supervisors.
  5. The test writers per learning area, attached as Enclosure 1, are advised to develop test items with TOS and Key for their assigned grade level and submit the soft copy to their respective learning area supervisors only on or before April 11, 2023, for quality assurance and finalization.
  6. Soft copies of the finalized Q3 Assessment tools shall be provided by the Curriculum Implementation Division (CID) to the school heads via the shared Google Drive SY 2022-2023 Assessment Tools on April 17, 2023. School Heads are advised to refrain from sharing with their teachers the google drive link that will be provided. As a preventive measure against test leakage, only a printed copy/copies shall be given to their teachers for reproduction and administration.



*Loyal, Excellent, Accountable and Dedicated to Service*

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozone.science.city@deped.gov.ph](mailto:munozone.science.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



Republic of the Philippines  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

7. After the administration of the Q3 Assessment, school heads are directed to ensure that the following activities are also conducted and corresponding reports are accomplished and submitted.

Activity	Date of Completion	Responsible Person	Remarks
Checking and analysis of results % of learners who obtained or exceeded the MPL Most and least learned competencies (MLCs & LLCs) learners who need intervention per LLC	April 28, 2023	Subject Teachers	Use Template 1 in Enclosure No. 1
School Consolidation of Test Results	April 28, 2023	Grade level/ learning area coordinators or Head Teachers	Use template 2 in Enclosure No.1
Encoding and submission of Assessment Results and Analysis to the Division Office for Consolidation and TA provision (link will be provided by the CID)	May 2, 2023	School Heads and Learning Area Supervisors	
Teacher Intervention Plan Preparation, Review and Approval of the SH and TA provision of learning area supervisors	May 2, 2023	Teachers, and School Heads	Use Template 3 in Enclosure No. 1
Implementation, M & E of the approved Intervention Plan and TA provision	May 3 - 31, 2023		

8. Immediate and wide dissemination of this Memorandum is enjoined.

DEF-ED  
 SCIENCE CITY OF MUÑOZ  
**RELEASED**  
 APR 04 2023  
 by: *[Signature]*

*[Signature]*  
**JOHANNA N. GERVACIO PhD, CESO V**  
 Schools Division Superintendent



*Loyal, Excellent, Accountable and Dedicated to Service*  
 Address: Brgy. Rizal, Science City of Muñoz, 3119  
 Telephone No.: (044) 806 -2192; Email Address: [munozone.science.city@deped.gov.ph](mailto:munozone.science.city@deped.gov.ph)  
 DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 1 of Schools Division Memorandum No. 162, s. 2023

**POOL OF TEST WRITERS FOR Q3 DIVISION ASSESSMENT TOOLS**

**Key Stage 1**

Learning Area (Domain)	Kindergarten	
	NAME	SCHOOL
Literacy	Rea E. Echanes	Villa Santos ES
Numeracy	Jemalyn A. Aguiran	Villa Isla ES

Learning Area	G1		G2		G3	
	NAME	SCHOOL	NAME	SCHOOL	NAME	SCHOOL
ENGLISH	Aileen G. Mactal	SDO Science City of Munoz	Lorelyn G. Gongon	Gov. Eduardo L. Joson MS	Cindy P. Elquero	Curva ES
MATHEMATICS	Elvie Corpuz	DepEd	Rosemarie Busania	Maligaya ES	Maricel E. Devad	Maragol IS
SCIENCE	Edna D. Martin	MCS	Analyn N. Razon	DepEd-CLSU	Mary Jane N. De Vera	San Felipe ES
FILIPINO	Evelyn Abelardo	Sapang Cawayan	Jocely Castelo	Bantug ES	Eufemia Cuaresma	Munoz North
AP	Elsa E. Untalan	Linglingay ES	Gina R. Macaspac	Villa Isla ES	Irene D. Andaya	Franza ES
ESP	Hederlyn I. Ferrer	Mangandingay ES	Tita S. Acuna	Palusapis IS (Elem.)	Natividad I. Niegos	Licaong ES
MAPEH	Teresita Ventura	San Felipe ES	Leonora Santos	Munoz CS	Marites Cabading	Maligaya ES
EPP						





**Republic of the Philippines**  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

**Key Stage 2**

LEARNING AREA	G4		G5		G6	
	NAME	SCHOOL	NAME	SCHOOL	NAME	SCHOOL
ENGLISH	Bhelma M. Mamuad	Curva ES	Mary Knoll T. Saldivar	Rizal ES	Nelie Bel V. Candelaria	Villa Nati ES
MATHEMATICS	Agnes C. Bengano	Villa Santos	Helen V. Alvaran	Munoz CS	Maribel Peralta	San Antonio Integrated School
SCIENCE	Jhon D. Galera	Mangandi ngay	Alma Grace P. Corpuz	GIS	Veronica M. Aquino	MNCS
FILIPINO	Mark Anthony Paraguison	Mangandi ngay	Margarie Lucero	Catalanacan	Necelyn M. Encarnacion	Munoz CS
AP	Jennifer P. Tenoso	CLSU-DepEd	Ginalyn Oneza	Bical ES	Leoval Dela Cruz	Sapang Cawayan
ESP	Al John U. Febrero	Rang-ayan	Arceli Q. Rigos	Bantug ES	Melvic M. Dela Cruz	Maligaya ES
MAPEH	Evanessa Cara	Cabisuculan ES	Jennifer Aban	Munoz CS	Ruth Santiago	Palusapis ES
EPP	Elyssa Marie T. Prado	Munoz CS	Ehlee S. Tubalinal	Munoz CS	Ruby Donna C. Manuel	Munoz CS

**KEY STAGE 3**

LEARNING AREA	G7		G8		G9		G10	
	NAME	SCHOOL	NAME	SCHOOL	NAME	SCHOOL	NAME	SCHOOL
ENGLISH	Josephine S. Quinit	MNHS Main JHS	Katherine S. Vite	MNHS Main JHS	Irenio I. Bucsit	MNHS Main JHS	Moon Lee G. Lee	MNHS Main JHS
MATHEMATICS	Francisco Pelagio	MNHS Annex	Christine Cruz	MNHS Main	Leilani D. Tidalgo	MNHS Main	Roberto C. Abril	MNHS Main
SCIENCE	Glenda L. Viola	MNHS-Main	Maricor V. Santos	MNHS-Main	Elizabeth P. Santos	MNHS-Main	Melanie O. Roldan	MNHS-Main





Republic of the Philippines  
**Department of Education**

REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

FILIPINO	Sheila M. Angel	MNHS Main	Janet G. Escano	MNHS-Main	Bennedick T. Viola	MNHS-Annex	John Ocampo	MNHS Main
AP	Jessica D. Sumigcay	Magtanggol IS	Katherine S. Llamelp	MNHS-Annex	Reny B. Ramirez	MNHS Main	Rosemarie C. Vero	MNHS Main
ESP	Jovita E. Bejec	Maragol IS	Eleonor C. Morcilla	Palusapis IS	Lorelei G. Diaz	Magtanggol IS	Michael M. Evangelista	MNHS-Annex
MAPEH	Janet Palapuz	MNHS Main JHS	Avalon Inigo	MNHS-Main JHS	Ezekiel Bautista	MNHS Main JHS	Rustum Esteban	MNHS Main JHS
								MNHS-Annex
					Priscila P. Esteban Eufrocina M. De Guzman Rubie Rosa P. Caimoy Garry R. Gapuz		Ryan O. Tomas Michael A. Castaneda Arlene A. Feliciano Narissa L. Morete Noel A. San Pedro	MNHS-Annex Magtanggol IS MNHS-Main JHS
TLE	Lorna M. Gajonera	Magtanggol IS	Sheila H. Lagasca	MNHS-Main JHS		MNHS-Main JHS		MNHS-Main JHS

**KEY STAGE 4**

CORE SUBJECTS	G11		G12	
	NAME	SCHOOL	NAME	SCHOOL
STAT & PROBA	Cynthia Monserate	MNHS - Main SHS		
PAGBASA AT PAGSURI	Alonna C. Acosta	MNHS-Main		
READING & WRITING	Jessica V. Ibarra	Palusapis IS		
PHYSICAL SCIENCE	Florenz T. Asinas	MNHS-Main SHS		
PE 11	Karl Vincent Nonog	MNHS-Main SH		



*Loyal, Excellent, Accountable and Dedicated to Service*

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozone.science.city@deped.gov.ph](mailto:munozone.science.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



Republic of the Philippines  
**Department of Education**

REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

PE 12			Katherine Joyce Tabuno	MNHS-Main SH
CPAR			Wilson C. Antolin	MNHS Main
3 Is			Lea Irish Salazar	MNHS-Main SHS
Prac Res I	James Mark S. Garcia	MNHS-Main SHS		
Entrep	Cristoni Macaraeg	MNHS-Main SHS		

SPECIALIZED SUBJECTS				
APPLIED ECON	Helen P. Dolormente	MNHS-Annex		
FUNDA 1	Lalaine Valdez	MNHS-Main SHS		
BUS ETHICS			Maria Concepcion M. Santiago	MNHS-Main SHS
BUS ENTERPRISE/SIMULATION			Eloisa Pagay	MNHS-Main SHS
CREATIVE WRITING	Robinson S. Valenzona	MNHS-Annex	Floro B. Fernandez	San Antonio IS
21st Century Literature	Joy M. Evangelista	MNHS-Annex	Benjamin A. Mateo Jr.	Palusapis IS
English for Academic and Professional Purpose	Joy M. Evangelista	MNHS-Annex	Diana Gene S. Panuyas	MNHS-Main SHS
DRR	Czarina Reyes	MNHS-Main SHS		
APPLIED ECON	Helen Grace P. Dolormente	MNHS-Annex		
GEN CHEM I	William M. Cinense	MNHS-Main SHS		



*Loyal, Excellent, Accountable and Dedicated to Service*  
 Address: Brgy. Rizal, Science City of Muñoz, 3119  
 Telephone No.: (044) 806 -2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)  
 DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



Republic of the Philippines  
**Department of Education**

REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

DIASS	April Joy Galut	MNHS Main-SHS		
Basic Calculus	Cynthia C. Monserate	MNHS Main -SHS		
SMAW NC I	Manny M. Pascua	MNHS-MAIN-SHS		
CSS NC II	Vivian V. Doliente	MNHS-MAIN-SHS	Jezzamay C. Salvatierra	MNHS-MAIN-SHS
Wellness Massage	Jo-Anne Marie D. Obena	MNHS-MAIN-SHS		
Bread and Pastry	Michelle B. Iblasin	MNHS-MAIN SHS		
Trends, Network and Critical Thinking			Magdalena Corazon Bermuda	MNHS Main-SHS
Community Engagement			Darwin Alonzo	MNHS Main-SHS
Culminating Activity				
Gen Physics 2			Crisanto Pascua	MNHS-Main SHS
Gen Bio 2			Gene Beniece B. Limos	MNHS-Main SHS
Capstone				
SMAW NC II			Froilan R. Santiago	MNHS-Main SHS
Work Immersion			Michelle B. Iblasin	MNHS-Main SHS
Hairdressing NC II			Cecille C. Manuel	MNHS-Main SHS
Cookery NC II			Ginalyn N. Pablo	MNHS-Annex







Republic of the Philippines  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 2 of Schools Division Memorandum No. 162, s. 2023

Template No. 1

**TEACHER'S REPORT ON THE RESULTS OF THE QUARTER  
 3 DIVISION ASSESSMENT**

School Year \_\_\_\_\_

School:

Learning Area:

Grade Level:

Section: (if applicable):

Total No. of Enrolled Learners: \_\_\_\_ No. of Male: \_\_\_\_ No. of Female: \_\_\_\_

Total No. of Takers: \_\_\_\_ No. of Male Takers: \_\_\_\_ No. of Female Takers: \_\_\_\_

Percentage of Learners who achieved or exceeded the MPL: \_\_\_\_\_

Percentage of Male Takers who achieved or exceeded the MPL: \_\_\_\_\_

Percentage of Female Takers who achieved or exceeded the MPL: \_\_\_\_\_

**Part A. Most Learned and Least Learned Items**

Item No.	Most Learned Competencies	Rank	Item No.	Least Learned Competencies	Rank

Analysis and Interpretation:

Prepared by:

Subject Teacher



*Loyal, Excellent, Accountable and Dedicated to Service*

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



Republic of the Philippines  
**Department of Education**  
 REGION III - CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 2 of Schools Division Memorandum No. 162, s. 2023

Template No. 2

**SCHOOL REPORT ON THE RESULTS OF THE QUARTER  
 3 DIVISION ASSESSMENT**

School Year \_\_\_\_\_

School:

Learning Area:

Grade Level:

Section: (if applicable):

Total No. of Enrolled Learners: \_\_\_\_\_ No. of Male: \_\_\_\_\_ No. of Female: \_\_\_\_\_

Total No. of Takers: \_\_\_\_\_ No. of Male Takers: \_\_\_\_\_ No. of Female Takers: \_\_\_\_\_

Percentage of Learners who achieved or exceeded the MPL: \_\_\_\_\_

Percentage of Male Takers who achieved or exceeded the MPL: \_\_\_\_\_

Percentage of Female Takers who achieved or exceeded the MPL: \_\_\_\_\_

Item No.	Most Learned Competencies	Rank	Item No.	Least Learned Competencies	Rank

Note: \*If there is more than one section in a particular grade level, the average percentage of the learners who achieved or exceeded the MPL shall be reported.

Analysis and Interpretation:

Prepared by:

School Head



*Loyal, Excellent, Accountable and Dedicated to Service*

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



Republic of the Philippines  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 2 of Schools Division Memorandum No. 162, s. 2023

Template No. 3

**INTERVENTION / REMEDIATION PLAN FOR THE IDENTIFIED LEARNING GAPS  
 IN THE DIFFERENT LEARNING AREAS AND GRADE LEVELS**

**School:**

**Learning Area:**

**Grade Level:**

Target/ Objective	Intervention(s)/ Activities	Time Frame	Materials/ Resources Needed	Funding Requirement	Persons Involved	Success Indicator

Prepared by:

School Learning Area Coordinator and School Head

Checked and Approved by:

Learning Area Supervisor



*Loyal, Excellent, Accountable and Dedicated to Service*

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



Republic of the Philippines  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 2 of Schools Division Memorandum No. 162, s. 2023

**MONITORING TOOL**

**QUARTER 3 DIVISION ASSESSMENT ISSUES AND CONCERNS**

Testing Program: Quarter 3 Division Assessment

School: \_\_\_\_\_

Address: \_\_\_\_\_

Grade Level	Total No. of Enrolment			Actual Test Takers			No. of Learners who did not take the Q3 Division Assessment			Reasons for not taking the test
	M	F	T	M	F	T	M	F	T	
Kinder										
Grade 1										
Grade 2										
Grade 3										
Grade 4										
Grade 5										
Grade 6										
Grade 7										
Grade 8										
Grade 9										
Grade 10										
Grade 11										
Grade 12										



*Loyal, Excellent, Accountable and Dedicated to Service*

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15



**Republic of the Philippines**  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

**A. Assessment Tools**

Issues and Concerns	Action Taken

**B. Printing and Reproduction of Assessment Tools**

Issues and Concerns	Action Taken

**C. Actual Conduct of the Quarter 3 Division Assessment**

Issues and Concerns	Action Taken

**Comments/Suggestions/Recommendations to improve the test administration**

---



---



---

Monitored by:

Printed Name and Signature of the Monitoring Official

Designation

Date

Conforme:

Printed Name and Signature of the Principal

Conforme:

Printed Name and Signature of the Principal



*O*byal, *E*xcellent, *A*ccountable and *D*edicated to *S*ervice

Address: Brgy. Rizal, Science City of Muñoz, 3119  
 Telephone No.: (044) 806 -2192; Email Address: [munozi-science.city@deped.gov.ph](mailto:munozi-science.city@deped.gov.ph)  
 DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15