



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 175, s. 2022

To: LAURIEL A. BALUCAN ITO I
LUZILITO DAAN Ilaya NHS

JUNEREY E. ABILA

Sulangon NHS

This Division

From: FELIX ROMY A. TRIAMBULO, CESO V
Schools Division Superintendent

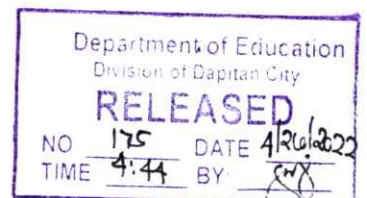
Subject: COMPOSITION AND ASSIGNMENT OF THE DIVISION COMPUTER BASED ENGLISH PROFICIENCY TEST (CB-EPT) INFORMATION TECHNOLOGY TEAM

Date: April 18, 2022

Relative to the conduct of the **Computer-Based English Proficiency Test (CB-EPT)** to teacher-applicants by the Bureau of Education Assessment (BEA) on May 2-5, 2022 at Jose Rizal Memorial State University (JRMSU), Main Campus, Dapitan City, a Division **Computer Based English Proficiency Test (CB-EPT) Information Technology Team** is hereby created with the following composition and assignment, to wit:

Team Leader - Lauriel A. Balucan
ITO I
Team Leader

Members - LuzilitoDaan
- Junery Abila



The Team Leader in coordination with the members shall take charge of the following activities prior to the conduct of the CB-EPT Pre-Examination Orientation, to wit:

1. Prepare and sign Checklists of Technical Specifications to be posted in every computer unit;



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2. Prepare the User Registration Form (Examinees Email Address) in sequence. (Example EPT.Dapitan 001) – User Name Sequence
3. Prepare the examinees Log-in Stub to be given to each examinee;
4. Install the Safe Examination Browser (SEB) in every unit; download the SEB Installer in this link: <http://deped.in/CBTEPTForms>
5. Installation of SEB by the ITO Team will be on April 28, 2022 at JRMSU Computer Laboratories, Main Campus.

Please coordinate with Dr. Nueva A. Andag, Division Testing Coordinator with CP No. 0905 417 4354, in preparation of other documents required for the Bureau of Education Assessment (BEA) Pre-Examination Orientation.

For your information and compliance.



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