



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

Office of the Schools Division Superintendent

November 8, 2024

DIVISION MEMORANDUM

No. 500, s. 2024

**Corrigendum to Division Memorandum No. s, 2024 (Development of Unified Quarterly Assessments for All Learning Areas Under the MATATAG Curriculum for SY 2024-2025)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads/Principals  
Elementary and Secondary School Teachers  
All Others Concerned

1. In line with the implementation of Division of Memorandum No. 476, s. 2024 – Development of Unified Quarterly Examinations whose added value are of fostering equitable sharing of tasks, unity of purpose, and promoting ease and comfort of doing shared tasks in producing sets of test questions that showcase reliability, validity, objectivity, relevance and efficiency, the following corrections and addendums are hereby transpired:
  - a. On Enclosure No. 2 of DM No. 476, s. 2024 (Distribution of Assignments in the formulation of test questions by Learning Area per quarter). The crafting of the Quarterly Examinations for Grade 7 shall no longer be done by district, instead, the formulation and development of test questions for the said level of all its learning area shall be done by **all Grade 7 teachers of all secondary schools in the Division** regardless of school type.
  - b. The Education Program Supervisors (EPS) of every Learning Area shall be responsible in the identification of the prescribed Learning Competencies budgeted for each quarter and in the equitable distribution of the learning competencies to the teachers handling Grade 7 subjects.
  - c. In the case of teachers who are handling 2 or more learning areas due to lack of teachers in the school, they shall be required to craft test questions aligned to their area of specialization. However, they shall be asked to contribute questions in subjects not their major in case the competencies are of greater number than the number of specialized teachers.
  - d. The teachers are enjoined to apply the principles of Higher Order Thinking Skills (HOTS) and SOLO (Structured of Observed Learning Outcomes) in the crafting/construction of **three (3) test questions per competency learning area per grade level to foster and develop Critical Thinking Skills, Problem Solving Skills and ICT Integration skills**. The quarterly exams of Grade 7 learners shall also serve as exercises in preparation for the PISA 2025.

Department of Education  
Division of Dapitan City  
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- e. The Learning Area EPSs and PSDSs/DICs shall be responsible in the collection, quality assurance process of the test questions (TQs) and the distribution of the quality assured TQs during the scheduled quarterly exams.
2. The subject area teachers shall facilitate the checking of the test questionnaires to immediately compute and derive the consolidated MPS per school per learning area to be inputted to the Google link provided by the Division Office to generate the district and division consolidated MPS by learning area, by grade level every quarter. These will be the basis in coming up with appropriate analysis as basis for feedbacks and further enhancements of both the delivery of content/curriculum and the quality of test questions composing the quarterly exams.
3. Immediate dissemination of this memorandum is desired.

  
**FELIX ROMY A. TRIAMBULO, CESO V**  
Schools Division Superintendent

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