



Republic of the Philippines  
Department of Education  
Region V – Bicol  
SCHOOLS DIVISION OFFICE OF CATANDUANES



10 JANUARY 2023

**DIVISION MEMORANDUM**

CID-DM- 020 S. 2022

**ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST FOR GRADE 12  
FOR SCHOOL YEAR 2022-2023**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Private and Public Secondary School Heads

1. In reference to DepEd Memorandum No. 001, s. 2023 titled **Administration of the National Achievement Test for Grade 12 (NAT G12) for SY 2022-2023**, this division will administer the said test on **January 30 and 31, 2023** to **all** currently enrolled **Grade 12 learners** in public and private schools through a paper-based modality of test.
2. The guidelines on the test administration, including the roles and responsibilities of the field testing personnel, will be discussed in an **orientation** that will be held on **January 17, 2023** from **1:00 pm to 5:00 pm** at **Virac Central Elementary School**, Virac, Catanduanes. The participants are the following:
  - a. Division Testing Coordinator;
  - b. Division Private Schools Coordinator;
  - c. Division Health Section Representative;
  - d. Heads of Public Secondary Schools or in their absence, the School Testing Coordinator; and the
  - e. Heads of Private Secondary Schools or in their absence, the School Testing Coordinator.
3. Attached are the following:
  - f. Enclosure No. 1 – Test Design and Administration
  - g. Enclosure No. 2 – Instructions on the Submission of Names of Examiners
4. Travel and other expenses relative to this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
5. For your information, guidance and compliance.

**SUSAN S. COLLANO**  
Schools Division Superintendent

Encl:

References:

To be indicated in the Perpetual Index

Under the following subjects:

FTT/ ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST FOR GRADE 12  
FOR SCHOOL YEAR 2022-2023  
01/10/2023



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Enclosure No. 1 to Division Memorandum No. 020, s. 2023

**NAT G12 TEST DESIGN AND ADMINISTRATION**  
**January 30-31, 2023**

**A. Design**

1. Covers 21<sup>st</sup> Century Skills : Problem solving, Critical Thinking and Information Literacy
2. Progressive in nature
3. Multiple-choice format
4. In English and Filipino language
5. Covers Core SHS Learning Areas: Humanities, Language and Communication, Mathematics, Media and Information Literacy, Philosophy, Science and Social Science
6. Levels of Proficiency:

<b>Level</b>	<b>MPS</b>	<b>Description</b>
Highly Proficient	90-100	At this level, the students are <b>highly capable</b> of solving problems, managing and communicating accurate information, and analysing and evaluating data to create/ formulate ideas.
Proficient	75-89	At this level, the students are <b>skilled</b> in solving problems, managing and communicating accurate information, and analysing and evaluating data to create/ formulate ideas.
Nearly Proficient	50-74	At this level, the students <b>met the minimum level of skills</b> of solving problems, managing and communicating accurate information, and analysing and evaluating data to create/ formulate ideas.
Low Proficient	25-49	At this level, the students are <b>able to identify strategies</b> in solving problems, <b>differentiate and organize</b> information.
Not Proficient	0-24	At this level, the students are <b>able to solve</b> simple problems, <b>classify and identify</b> the source of information.

**B. Administration**

1. To be administered to all enrolled Grade 12 learners
2. Census-based
3. Physical/Paper-based administration
4. Test accommodations for examinees with special needs must be provided (Sec. 9 of DO 55, s. 2016)
5. Before the examination, teachers should inform the examinees that they need to supply personal information:
  - a. Name
  - b. Birth date
  - c. Gender
  - d. Age







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- e. Region and Division Code
  - f. School ID
  - g. Number of Learners in the class/section
  - h. Type of Class
  - i. Type of school
  - j. LRN
  - k. School name and address
- (a sample scannable answer sheet will be provided during the orientation)
6. Sample Test Schedule

**Day 1**

Parts of the Test	Number of Items	Time Limit	Time Allocation
<b>Test Booklet 1</b>			
General Instructions		10 mins	7:30 – 7:40
EDQ	15	20 mins	7:40 – 8:00
Science	60	1 hr	8:00 – 9:00
Philosophy	48	50 mins	9:00 – 9:50
<b>BREAK</b>		15 mins	9:50 – 10:05
Humanities	48	50 mins	10:05 – 10:55
Media Information Literacy	48	50mins	10:55 – 12:05
<b>TOTAL</b>	<b>219</b>	<b>4 hrs and 15 mins</b>	

**Day 2**

Parts of the Test	Number of Items	Time Limit	Time Allocation
<b>Test Booklet 2</b>			
General Instructions		10 mins	7:30 – 7:40
Mathematics	60	1 hr	7:40 – 8:40
Languages and Communication (English and Filipino)	108	1 hr and 50 mins	8:40 – 10:10
<b>BREAK</b>		15 mins	10:10- 10:25
Social Science	48	50 mins	10:25 – 11:10
<b>TOTAL</b>	<b>216</b>	<b>4 hrs and 5 mins</b>	
<b>TOTAL NUMBER OF ITEMS AND DURATION OF THE ENTIRE TEST</b>	<b>435</b>	<b>8 hrs and 20 mins</b>	

7. There shall be 30 examinees (arranged alphabetically) per testing room as depicted in the seat plan:

----- CHALKBOARD -----						
	Row 1	Row 2	Row 3	Row 4	Row 5	Row 6
Line 1	1	2	3	4	5	6
Line 2	7	8	9	10	11	12
Line 3	13	14	15	16	17	18
Line 4	19	20	21	22	23	24
Line 5	25	26	27	28	29	30





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Enclosure No. 2 to Division Memorandum No. 020, s. 2023

**INSTRUCTIONS ON THE SUBMISSION OF THE NAMES OF ROOM EXAMINERS  
NAT G12, January 30-31, 2023**

1. Schools heads are to submit the list of teachers who will be assigned as room examiners to other schools following these criteria:
  - a. High school teacher (JHS or SHS)
  - b. Experienced in administering national/international tests
  - c. Credible and trustworthy as this assessment requires utmost confidentiality

2. The following format shall be followed: Name of Teacher and Position

3. The number of teachers to be submitted will be based on the following computation:

No. of current enrolment / 30 = No. of Teacher-examinees

Example: for a school with 255 G12 enrollees

$255 / 30 = 8.5$ , thus, the school will send 9 teachers

4. Prior to the submission of hard copy, this report could be submitted online to facilitate transaction through messenger account *Frank Turalde* or the Group Chat *EsP SSH*. The deadline of submission of names is January 17, 2023.

