



Republic of the Philippines  
Department of Education  
REGION V  
SCHOOLS DIVISION OFFICE OF CATANDUANES

30 July 2024

DIVISION MEMORANDUM  
No. 361 s. 2024

**CONDUCT OF THE DIVISION NUMERACY ASSESSMENT FOR GRADES 1 TO 10  
AND SENIOR HIGH SCHOOL LEARNERS**

To: Public Schools District Supervisors/In-Charge of Districts  
Elementary and Secondary School Heads  
Elementary, JHS and SHS Math Teachers  
School ICT Coordinators  
All concerned

1. Pursuant to Regional Memorandum No. 133 s. 2022 dated August 19, 2022 re: Conduct of the Numeracy Assessment for Grades 1 to 10 and Senior High School Learners which directs all schools in the division to administer the Pre Test of the Numeracy Assessment on the **first week of the opening of classes** for SY 2024-2025 using the Albay Numeracy Assessment Tools (ALNAT) and the Region 5 Senior High School Numeracy Assessment Tools (R5 SHS NAT). Deadline of submission of the **Consolidated School Reports** is **on or before August 23, 2024** using the following ALNAT Dashboard, <http://alnat.depedalbay.com>.
2. Since the Grades 1 learners and some of the learners in Grades 2 and 3 will undergo the 8 Week LRC, the ALNAT Pre Test will be administered after the intervention program. For Senior High School, only subjects being offered in the first semester for SHS Math and ABM will be tested while the other subjects will be tested in the next semester.
3. The ALNAT for Grades 1,4 and 7 were revised in compliant with the MATATAG Curriculum.
4. The assessment aims to:
  - a. determine the numeracy levels of the learners.
  - b. accomplish the e-NAT in the school level using test data
  - c. generate the-Numeracy Card per learner, class, and grade level
  - d. generate scoresheets, list of least learned skills, and graph of reports
  - e. submit the Consolidated School report.
5. The Numeracy Assessment Test (SET A) and the electronic Numeracy Assessment Tools/Manual may be accessed through the following links



San Roque, Virao, Catanduanes  
052-8114063  
catanduanes@deped.gov.ph  
[www.depedrovcatanduanes.com](http://www.depedrovcatanduanes.com) / [www.catanduanes.deped.gov.ph](http://www.catanduanes.deped.gov.ph)




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using the **DepEd Email Accounts**. All schools are required to submit the *Confidentiality Agreement Forms*:

- a. KS1 - <https://qrco.de/bfGX0G>
  - b. KS2 - <https://qrco.de/bfGX0G>
  - c. KS3 - <https://qrco.de/bfGX0G>
  - d. KS4 - <https://qrco.de/bfGX14>
6. Enclosed is The Pen and Paper Numeracy Assessment Procedure.
7. For information, guidance, and compliance.

  
**CECILE C. FERRO CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

References:  
To be indicated in the Perpetual Index



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JTO/ DM CONDUCT OF THE DIVISION NUMERACY ASSESSMENT FOR GRADES 1 TO 10 AND SENIOR HIGH SCHOOL LEARNERS / \_\_\_/July 30p, 2024

- The Pen and Paper Numeracy Assessment Procedure

- **PRE**

- ✓ School Head shall organize the School Testing Team (STT), one week before the opening of classes.
- ✓ The Composition of the STT: School Head  
School Testing Coordinator/Guidance Coordinator  
District/School Mathematics Coordinator/Department Head IT Coordinator (District/School)  
Teacher-Advisers/Mathematics Teachers/Test Administrators
- ✓ The STT shall conduct orientation to the stakeholders, in particular the parents, guardians, learning facilitators, and volunteer tutors, on the purpose and manner of administration of the test.
- ✓ Grades 1-10 teacher-advisers shall prepare the list of all the learners who will take the numeracy assessment.
- ✓ The STT, led by the School Head/School Testing Coordinator (STC) shall reproduce and prepare the test materials and venue. The reproduction of the materials shall be charge to School MOOE, subject to usual budgeting, accounting, auditing and procurement rules and regulations.
- ✓ Teacher-advisers/Mathematics teachers shall assist in the distribution process of test materials.

- **DURING**

- ✓ The Teacher-Advisers/Mathematics Teachers/ Test Administrators shall give briefing and instructions to the learners for 15 minutes only before the test proper.
- ✓ The teacher-advisers/mathematics teachers/test administrators shall conduct the numeracy assessment to the learners on the schedule given to them.
- ✓ The Teacher-Advisers/Mathematics Teachers/ Test Administrators shall give briefing and instructions to the learners for 15 minutes only before the test proper.
- ✓ The teacher-advisers/mathematics teachers/test administrators shall conduct the numeracy assessment to the learners on the schedule given to them.

- **POST**



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- ✓ The Teacher-Advisers/Mathematics Teachers/ Test Administrators shall return the test materials to the STC.
  - ✓ The Teacher-Advisers/Mathematics Teachers/ Test Administrators shall conduct debriefing to the learners for around 15 minutes after the test proper. Then, gather the experiences of the learners through small talk regarding their thoughts and feelings in taking the numeracy assessment. Another option is the use of a paper-based journal about the items they found interesting, easy and difficult, but this will not be graded.
  - ✓ The STT shall collect, check, record the test results, and generate numeracy card using Electronic Numeracy Assessment Tool (e-NAT).
  - ✓ Results shall serve as baseline or end-line data and be utilized to plan for instructional adjustments, interventions, and learning recovery activities that will cater for improvement and mastery of numeracy skills.
  - ✓ The STT shall keep the assessment records and testing materials.
  - ✓ The STT shall inform the results and give feedback to learners, parents/guardians, and other stakeholders to gain support for the improvement and mastery of expected outcomes.
  - ✓ Mathematics teachers shall design/reshape intervention/recovery plans to address learning needs of learners along numeracy.
  - ✓ School shall craft interventions/recovery programs to achieve
  - ✓ better performance in Mathematics.