



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

July 21, 2025

DIVISION MEMORANDUM


No. 632 s., 2025

ORIENTATION/BRIEFING FOR PROFESSIONALIZED CORPS OF TEST ADMINISTRATORS (PROCTAD) RE: CONDUCT OF THE CIVIL SERVICE EXAMINATION PEN AND PAPER TEST (CSE-PPT)

TO : CID & SGOD Chief and Personnel
OSDS Unit Heads and Personnel
Elementary & Secondary School Heads
All Others Concerned

1. In connection with the conduct of the Civil Service Examination Pen and Paper Test (CSE-PPT) in Virac, Catanduanes on August 10, 2025, test administrators are advised to attend the orientation/briefing of the Civil Service Commission (CSC) on July 21-23, 2025, 1:00 PM, at the CSC Catanduanes Field Office, San Isidro Village, Virac, Catanduanes.
2. Concerned DepEd teaching and non-teaching personnel who received an invitation from the CSC via email are allowed to attend on official time on their assigned briefing schedule, as indicated in the invitation letter.
3. School heads and unit heads are expected to ensure that school and office operations are not disrupted while concerned personnel are attending the orientation.
4. For immediate dissemination, guidance and compliance.

By Authority of the OIC-Schools Division Superintendent:


EVA S. TOLENTINO
Administrative Officer V
Officer-In-Charge



San Roque, Virac, Catanduanes
052-8114063 / 09623505374
catanduanes@deped.gov.ph
www.depedrovcatanduanes.com / www.catanduanes.deped.gov.ph