



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

DepEd - Division Office of Catanduanes  
RECORDS SECTION  
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DIVISION MEMORANDUM  
No. 219 s. 2024

**CONDUCT OF THE DIVISION END-OF-SCHOOL YEAR NUMERACY  
ASSESSMENT AND SUBMISSION OF CONSOLIDATED  
SCHOOL ALNAT REPORT**

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

1. In connection to Regional Memorandum No. 133 s. 2022 dated October 17, 2022 re: Policy Guidelines on the Regional Utilization of Albay Numeracy Assessment Tools (ALNAT) and Electronic Numeracy Assessment Tools (e-NAT) for Grades 1-10 and Regional Memorandum No. 063 s. 2024 dated January 15, 2024, re: Administration and Reporting of Region V Senior High School Numeracy Assessment Tools, this office through the Curriculum Instruction Division, directs all the elementary schools and secondary schools to conduct an End of School Year Numeracy Assessment to all Grades 1 to 10 learners using the Albay Numeracy Assessment Tools (SET B) and Post Test (Set B) of the Region 5 Senior High School Numeracy Assessment Tools (R5 SHS NAT) for Grades 11 and 12 within **May 6-17, 2024** for **Grades 1-12** learners and submit the **Consolidated School Reports** not later than **May 26, 2024** using the following ALNAT Dashboard, <http://alnat.depedalbay.com>.

2. The assessment aims to:

- determine the numeracy levels of the learners.
- accomplish the e-NAT in the school level using test data
- generate the-Numeracy Card per learner, class, and grade level
- generate scoresheets, list of least learned skills, and graph of reports
- submit the Consolidated School report.

3. The Numeracy Assessment Test (SET B) and the electronic Numeracy Assessment Tools/Manual maybe accessed through the links that will be shared to all PSDS and JHS/SHS Math Coordinators. Only the PSDS and the identified Math Coordinators will be granted access to the link to ensure the confidentiality of the test materials. *All schools are required to submit the Confidentiality Agreement Form.*





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4. Enclosed is The Pen and Paper Numeracy Assessment Procedure.
5. Expenses related to this activity shall be charged to School MOOE/Local Funds subject to the usual accounting rules and regulation.
6. For information, guidance, and compliance.

  
**SOCORRO V. DELA ROSA, CESO V**  
Schools Division Superintendent

**References:**

To be indicated in the Perpetual Index

Under the following subjects:

JTO/ DM **CONDUCT OF THE DIVISION END-OF-SCHOOL YEAR NUMERACY ASSESSMENT AND SUBMISSION OF CONSOLIDATED SCHOOL ALNAT REPORT** / \_\_April 188, 2024



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## 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**

- ✓ 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



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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.