



Republic of the Philippines  
**Department of Education**  
REGION I

SDO ALAMINOS  
**RELEASED**  
2024-01-04  
RECORDS UNIT

**SCHOOLS DIVISION OFFICE OF ALAMINOS CITY**

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**DM-2024- 002**


To : Assistant Schools Division Superintendent  
Chief ES-Curriculum Implementation Division  
Chief-ES Schools Governance and Operation Division  
Heads of Secondary Schools  
All Others Concerned

Subject: **REITERATION ON THE ADMINISTRATION AND PREPARATION  
AND QUALITY ASSURANCE OF TEST MATERIALS OF THE  
SECOND QUARTER EXAMINATION**

From Office of the Schools Division Superintendent

Date January 2, 2024

1. This Division, through the Curriculum Implementation Division, reminds the field of the administration of the Second Quarter Examination on January 22-23, 2024.
2. It is also reiterated that the teacher-made test items and table of specifications must undergo review and quality assurance by the School Heads, Master Teachers, and Education Program Supervisors before the date of examination.
3. The top 3 least learned competencies in all learning areas must be submitted on February 16, 2024 to Dr. Adolfo B. Medrano, EPS in Mathematics.
4. For information, guidance, widest dissemination and compliance.

  
**VIVIAN LUZ S. PAGATPATAN, CESO VI**  
*Assistant Schools Division Superintendent*  
*Officer-in-Charge*  
*Schools Division Superintendent*

***With hundred reasons to serve!***



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