



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF BATANGAS**

January 20, 2025

**DIVISION MEMORANDUM**

No. 042, s. 2025

**2024 ADMINISTRATION ACCREDITATION AND EQUIVALENCY (A&E) TEST**

To: Assistant Schools Division Superintendents  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Education Program Specialist II (ALS)  
All Others Concerned

1. Pursuant to DepEd Memorandum No. 063, s. 2024 **"Accreditation and Equivalency Test Registration and Administration Guidelines"** the Bureau of Education Assessment Division (BEA-EAD) through the Curriculum Implementation Division (CID), this school's division shall conduct the Division Administration of Accreditation & Equivalency (A&E) Test on January 26, 2025, at the designated testing centers.
2. Accreditation and Equivalency Assessment is a process that comprises an examination and other appropriate assessments to measure the competencies acquired by ALS learners based on the ALS K to 12 Basic Education Curriculum (BEC).
3. The Registration Testing Officers (RTO)/ EPS II-ALS are advised to get the materials at the division office. The schedule for the distribution and retrieval of the test materials shall be done by the division support staff in the following schedule:

Distribution of Test Materials	Administration of Test	Retrieval of Test Materials	Support Staff
January 23, 2025 8:00- 12:00	January 26,2025	January 27,2025 8:00- 12:00	Josephine Caraig, Manilyn Alcantara, Elizalde Piol, John Lhester Gabo, Anselma Ebero


4. The **external** teachers in the assigned testing centers will serve as the Room Examiners and the Division ALS Focal Person, Chief Education Program Supervisor, Division Testing Coordinator (DTC) and BEA Representative shall monitor the test administration. Likewise, Public Schools District Supervisors of the assigned Sub- Office Testing Centers will also monitor their respective area or station.



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5. This Memorandum serves as participants' Travel Authority.
6. Attached for information and guidance is a copy of the CSC & DBM Joint Circular No. 2, s. 2004 dated October 4, 2004, entitled "*Non-monetary Renumeration for Overtime Services Rendered*" which prescribes guidelines on the availment of compensatory time-off in lieu of overtime pay, pursuant to adoption of austerity measures in the government.
7. Travel expenses incurred during the conduct and attendance to this activity shall be charged to BEA/PSF funds subject to usual accounting and auditing rules and regulations.
8. For more information, please contact the Curriculum Implementation Division Office (CID) c/o Miguel B. Ulate, PhD/EPS I -English & Division Testing Coordinator (DTC), Jessa S. Guerra, EPS II M&E/ Asst. DTC through email at [sdobatangas.cid@deped.gov.ph](mailto:sdobatangas.cid@deped.gov.ph) at the telephone number (043)722-1840 local 213.
9. Immediate and wide dissemination of this Memorandum is desired.

  
**MARITES A. IBANEZ, CESO V**  
Schools Division Superintendent



MBU/2024 DIVISION ON THE ADMINISTRATION OF ACCREDITATION AND EQUIVALENCY (A&E) TEST/  
R2-140145/01/20/2025



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