



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

20 October 2025

DIVISION MEMORANDUM
No. 595, s. 2025

**2025 ADMINISTRATION OF EARLY LANGUAGE LITERACY AND
NUMERACY ASSESSMENT [ELLNA]**

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary School Heads
All Others Concerned

1. The Bureau of Education Assessment Division (BEA-EAD), through the Curriculum Implementation Division informs all concerned about the schedule for the 2025 Early Language Literacy and Numeracy Assessment [ELLNA].
2. ELLNA will be conducted on Wednesday, November 5, 2025. All necessary preparations should be made to ensure the smooth and orderly administration of the assessment.
3. The schedule for the distribution and retrieval of the test materials shall be done by the division support staff in the following schedule:

Congressional District	Distribution of Test Materials	Administration of Test	Retrieval of Test Materials	Personnel Involved
CD I & III	November 4, 2025 8:00am- 12:00pm	November 5, 2025	November 6, 2025	DTC and TWG
CD II & IV	November 4, 2025 1:00pm - 4:00pm			DTC and TWG

4. This Memorandum serves as participants' Travel Authority.
5. 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.



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6. 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.
7. For more information, please contact the Curriculum Implementation Division Office (CID) c/o Miguel B. Ularde, 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 at the telephone number (043)722-1840 local 213.
8. Immediate and wide dissemination of this Memorandum is desired.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent


Encl. As stated

Reference: DepEd Order No. 8, s. 2015

To be indicated in the Perpetual Index under the following subject:

Issuances- Division Memorandum

MBU/ 2025 DIVISION ON THE ADMINISTRATION OF EARLY LANGUAGE LITERACY AND NUMERACY ASSESSMENT
/S2-112847/ 10/ 20/ 2025



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Enclosure No. 1

**ADMINISTRATION OF THE EARLY LANGUAGE, LITERACY AND NUMERACY ASSESSMENT FOR
SCHOOL YEAR 2025-2026 (ELLNA) TECHNICAL WORKING GROUP (TWG)**

Executive Working Committee:

MARITES A. IBAÑEZ, CESO V
Schools Division Superintendent

RHINA O. ILAGAN, CESE
Assistant Schools Division Superintendent

DAVID M. NUAY
Chief, CID

Division Testing Coordinators:

MIGUEL B. ULARTE, PhD
Education Program Supervisor

JESSA S. GUERRA
Education Program Specialist II

ELLNA Monitoring Team:

CID Chief, Education Program Supervisor
Education Program Supervisor –English, Filipino, Mathematics
ALL PSDS (respective sub offices)

Finance

Eduarda U. Alon
Layne D. Ortega
Remelyn N. Manumbale

Support Staff (Technical, Logistics)

Josephine B. Caraig
Manilyn A. Lucero
Anselma M. Ebero
Marinella C. Marasigan
Alejandro C. Singcol

Erron M. De Torres
Elizalde L. Piol
Marvin P. Muñoz
Armando M. Graneta
Ronald T. Pangilinan



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Process Flow

Date	Task	Personnel Involved
October 30-31, 2025	Unpacking of Testing Materials in preparation for the Distribution	DTC and TWG
November 4, 2025	Distribution of Testing Materials to its respective schools	DTC and TWG
November 6, 2025	Retrieval of Testing Materials	DTC and TWG
November 7, 2025	Preparation for the dispatched of Testing Materials to forwarder.	DTC and TWG