



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA

August 9, 2024

DIVISION MEMORANDUM  
No. 3// , s. 2024

**ADMINISTRATION OF THE NATIONAL CAREER ASSESSMENT  
EXAMINATION (NCAE) 2024**

To: Assistant Schools Division Superintendent  
Curriculum Implementation Division Chief  
School Governance and Operations Division Chief  
Education Program Supervisors  
Public Schools District Supervisors/DICs  
School Heads, Public and Private  
All others concerned

1. Pursuant to DepEd Order No. 55, s. 2016, titled Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program and relative to DepEd Memorandum No. 031, s. 2024, Administration of the National Career Assessment Examination, this Office announces the conduct of the Administration of the National Career Assessment Examination (NCAE) 2024 to all public and private secondary schools on August 12-13, 2024.
2. The Bureau of Education Assessment (BEA) Education Assessment Division (ERD) will manage the national implementation of the NCAE with the assistance of the SDO Nueva Vizcaya Testing Personnel.
3. NCAE shall be on a paper-based modality examination to all Grade 10 learners currently enrolled in public and private schools with government permit or recognition.
4. The EPS, PSDSs and DICs will monitor the administration of the NCAE based on their respective District Assignment while the EPS in charge of Private Schools will lead the monitoring of private schools. The Online Monitoring Tool shall be downloaded and filled-out during the administration of the test using the link: **<https://tinyurl.com/NCAESY2425NvaVizcaya>**.
5. Attached in this Memorandum is the Schedule of the Retrieval of the NCAE test materials and the Division Retrieval Team (DRT) to serve as additional human resources or support staff.



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6. Transportation expense of the monitors shall be charged to Division Local Funds while expenses relative to the retrieval of the test materials shall be charged to NASBE PSF subject to usual accounting and auditing rules and regulations.
7. For information, guidance and strict compliance.

**ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent

*By the authority of the Schools Division Superintendent:*

**ATTY. JULIUS CAESAR G. DOMINGO, CPA**  
Attorney III  
Officer In-charge



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**SCHEDULE OF THE RETRIEVAL OF TEST MATERIALS**

<b>Date</b>	<b>Schools</b>	<b>Personnel Involved</b>
August 14, 2024 AM	<b><u>Northern</u></b> Nueva Vizcaya Public and Private Secondary Schools	Division Retrieval Team Chief Examiners
August 14, 2024 PM	<b><u>Southern</u></b> Nueva Vizcaya Public and Private Secondary Schools	



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**NATIONAL CAREER ASSESSMENT EXAMINATION (NCAE)  
DIVISION RETRIEVAL TEAM**

	<b>NAME</b>	<b>POSITION</b>	<b>OFFICE/FD</b>
1.	Orlando E. Manuel PhD., CESO V	SDS	OSDS
2.	Adonis C. Ceperez EdD., CESE	OIC-ASDS	OSDS
3.	Romulo S. Ancheta PhD	CES-SGOD	SGOD
4.	Maricel S. Franco PhD., CESE	CES-CID	CID
5.	Maritess E. Vidad	AO V	OSDS
6.	Noli Mar M. Navarro EdD	SEPS-SMME	SGOD
7.	Julius C. Calangan	EPS II-SMME	SGOD
8.	Melany M. Asuncion PhD	EPS	SGOD
9.	Norie Nimfa A. Aquino PhD	EPS	CID
10.	Wilhelmina Castro PhD	EPS	CID
11.	Macrino A. Raymundo EdD	EPS	CID
12.	Allan Amalingan	ADA	OSDS
13.	Julie Mamugay	ADA	SGOD
14.	Rhealyne Domingo	ADA	CID
15.	Kyrie Bryce Carnate	ADA	OSDS
16.	Edwin Serquina	ADA	OSDS



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