



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

November 20, 2024

DIVISION MEMORANDUM

No. **741** s. 2024

**TRAINING-WORKSHOP ON DECODING THE ICT ELEMENTS OF THE  
PROGRAMME FOR INTERNATIONAL STUDENT ASSESSMENT (PISA)**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Senior/Education Program Specialists  
Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. In accordance with the **PISA National Center, Bureau of Education Assessment (BEA)- Education Research Division PISA Readiness Plan** dated September 20, 2024, PISA Mock Test will be conducted during the Second Quarter of SY 2024-2025.
2. The BEA emphasized that computers and computer technology are part of everyone's everyday lives, and it is appropriate and inevitable that PISA has progressed to a computer-based delivery mode. PISA tasks were developed that made use of the affordances of computer-based testing and that reflected the new situations in which students apply their skills in real life. Just like the majority of participating countries and economies, PISA is administered as a Computer-Based Assessment (CBA) in the Philippines.
3. Anent this, this Office, through the Curriculum Implementation Division, will conduct the Training – Workshop on Decoding the ICT Elements of PISA on December 13-14, 2024. The venue will be announced later.
4. This activity aims to capacitate the JHS ICT teachers in setting up the school's computer laboratory as PISA Learning Hub where learners can refresh and upgrade



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their competencies in science, math, and english in a technology-driven environment.

5. The participants in this activity are the JHS ICT teachers, one (1) from each of the Secondary and Integrated Schools in the Division. They are required to bring a laptop and an extension wire.
6. The training team, composed of the following, shall conduct the planning session on November 30, 2024, at the venue:
  - a. Emmanuel V. Lati - Information Technology Officer, SDO Capiz
  - b. John C. Camacho - ICT Teacher, Capiz NHS
  - c. Erden D. Gentolea - ICT Teacher, Ponteveda NHS
  - d. Gericel L. Humpay - ICT Teacher, Sapián NHS
  - e. Charmane Kae B. Fagutao - English Teacher, Capiz NHS
  - f. Michelle G. Dordas - Science Teacher, Capiz NHS
  - g. Jeolie Ann D. Billones - Math Teacher, JDAJ NHS
  - h. Ronald D. Dile - SEPS M&E, SDO Capiz
  - i. Immaculada J. Amores, PhD - SEPS, HRD
  - j. Elenia P. Baranda - EPS – Math, SDO Capiz
  - k. Salvador Dale B. Artates - EPS – English, SDO Capiz
  - l. Andes D. Quiachon - EPS – Science, SDO Capiz
  - m. Rolando B. Jamora, PhD - EPS – EPP, TLE, & TVL, SDO Capiz
  - n. Segundina F. Dollete, EdD - CID Chief, SDO Capiz
7. School heads are advised to put in place a substitution plan for teacher participants to avoid disruption of their classes.
8. Participants and trainers are entitled to service credits in accordance with DepEd Order No. 013, s. 2024 titled **Revised Guidelines on the Grant of Vacation Service Credits for Teachers**. On the other hand, non-teaching personnel including the TWG shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget (DBM) Joint Circular No. 2, s. 2004 on **Non-Monetary Remuneration for Overtime Service Rendered**.
9. For further information, please contact Dr. Rolando B. Jamora, EPS – EPP/ TLE/ TVL at email address: [rolando.jamora@deped.gov.ph](mailto:rolando.jamora@deped.gov.ph).



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10. Expenses relative to the conduct of this activity shall be chargeable against Division HRTD funds while travel and other expenses of the participants are chargeable against school MOOE or any available funds both subject to compliance with existing accounting and auditing rules and regulations.
11. Immediate dissemination of this memorandum is desired.

**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent

Enclosures: As stated  
References: As stated  
To be indicated in the Perpetual Index  
Under the following subjects:

ASSESSMENT      CURRICULUM