




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM

ORD-2024-1322

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
Attention: Division Testing Coordinators (DTC)
Division Information Technology Officers (DITO)

FROM : **JOCELYN DR ANDAYA** 
Regional Director, NCR
Concurrent Officer-in-Charge Office of the
Assistant Secretary for Operations

SUBJECT : **ADMINISTRATION OF THE PISA-SCIENCE PROGRAM
POSTTEST**

DATE : December 10, 2024

1. This is in reference to the attached Memorandum dated December 16, 2024, from Atty. Fatima Lipp D. Panontongan, Undersecretary and Chief of Staff, relative to the above-captioned subject, for information and appropriate action.
2. Enclosed is the schedule of activities for your reference.
3. Expenses related to the preparation for PISA 2025 activities—including pre-planning, administration, post-administration, onsite technical assistance, preparation of testing rooms, and monitoring activities—shall be charged against division and school local funds, subject to the usual accounting and auditing rules and regulations.
4. Additionally, personnel involved in the administration of PISA 2025 shall be entitled to service credits in accordance with **DepEd Order No. 13, s. 2024**, titled *Revised Guidelines on the Grant of Vacation Service Credits for Teachers*. Meanwhile, non-teaching personnel, including management staff, shall be granted Compensatory Time-Off (CTO) as provided under **Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004**, *Non-Monetary Remuneration for Overtime Service Rendered*, with particular attention to Section 5.
4. Immediate dissemination of this Memorandum is desired.



Address: 6 Misamis St., Bago Bantay, Quezon City
Email address: ncr@deped.gov.ph
Website: depedncr.com.ph



Certificate No. PHP QMS
24 93 0132



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Date	Activity	In-charge
December 6-19, 2024	Checking of computer, tablets and other available materials to be used during the pretest	Division Information Technology Officers (DITO)
	Facilitation of learners LMS Account	
	Orientation of Testing Personnel Administration of PISA Science Posttest	Division Testing Coordinators (DTC) Division Information Technology Officers (DITO)
December 26-28	Submission of Reports to RO	Division Testing Coordinators (DTC)
	Submission of SDO Test Results	Division Information Technology Officers (DITO)



Address: 6 Misamis St., Bago Bantay, Quezon City
Email address: ncr@deped.gov.ph
Website: depedncr.com.ph



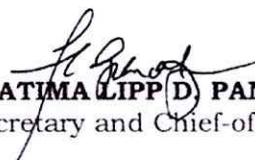

Certificate No. PHP QMS
24 93 0193



Republic of the Philippines
Department of Education

DepEd MEMORANDUM
No. s. 2024

FOR : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL INFORMATION TECHNOLOGY OFFICERS
ALL OTHERS CONCERNED

FROM :  **ATTY. FATIMA LIPP D. PANONTONGAN**
Undersecretary and Chief-of-Staff 

SUBJECT : **ADMINISTRATION OF THE PISA-SCIENCE PROGRAM POST-TEST**

DATE : **December 6, 2024**

As part of the implementation of the 2025 Programme for International Student Assessment (PISA) Readiness Plan, the Department of Education, through the participating schools, will be administering the post-test to 15-year-old learners from Grade 7 and higher from **December 6 to 19, 2024**.

In this regard, this Office issues the Guidelines for Administering the Science Program Post-Test. Please refer to Annex A for the guidelines in administering the post-test using the pen-and-paper modality and Annex B using the LMS. The cluster of Schools Division Offices is attached as Annex C.

For any concerns or inquiries regarding the post-test, please contact the Office of the Assistant for Curriculum and Teaching (OASCT) via email at oasct.eaae@deped.gov.ph via landline through (+63 2) 8631-8495.

Widest dissemination of this memorandum to all participating schools is advised.

Copy furnished:

REVSEE A. ESCOBEDO
Undersecretary for Operations

ANNEX A

ADMINISTERING THE POST-TEST USING PEN-AND-PAPER MODALITY

1. Access the Post-Test questionnaire from Google Drive through this link:
<https://bit.ly/PISA2025Resources>
2. Print the test questionnaire.
3. Administer the Post-Test to the identified 15-year-old learners in the school.
4. The Post-Test has a duration of 30 minutes.
5. The teacher/proctor may request the learners to exchange papers and check their answers. Discussion of the answers may be conducted in a separate session.
6. The teacher/proctor will gather the test questionnaire and input the scores using the template provided in the following link:
<https://tinurl.com/POSTTESTENCLOSURES>
7. The Post-Test results will be submitted to the Schools Division Offices (SDOs) and the Regional Offices (ROs).
8. The ROs will submit the consolidated reports to the Office of the Undersecretary for Curriculum and Teaching (OASCT) through oasct.eaae@deped.gov.ph.

NOTE: Schools administering the Post-Test using the pen-and-paper modality may use the downloaded Program Support Funds (PSF) for printing of the questionnaire.

ANNEX B

ADMINISTERING THE PRE-TEST USING THE LEARNING MANAGEMENT SYSTEM (LMS)

FOR THE LEARNERS:

1. **Access the DepEd LMS**
 - Open your web browser and go to the DepEd Learning Management System (LMS) website (URL will be provided by your Division or School).
2. **Log In to Your Account**
 - Log in using your DepEd Microsoft Account.

Access to the platform

Username


 Username

Password

 Password

Log in

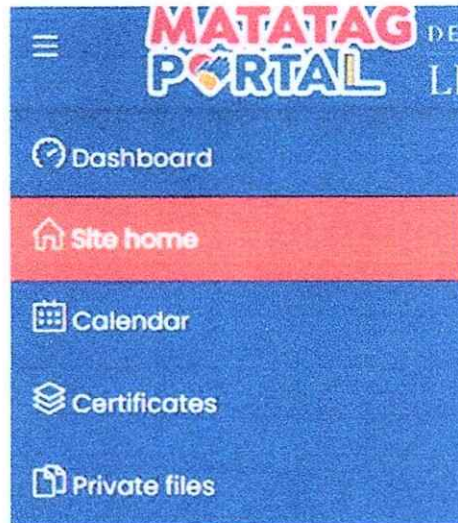
Log in using your account on:

 Sign In using DepEd Google Account

 Sign In using DepEd Microsoft Account

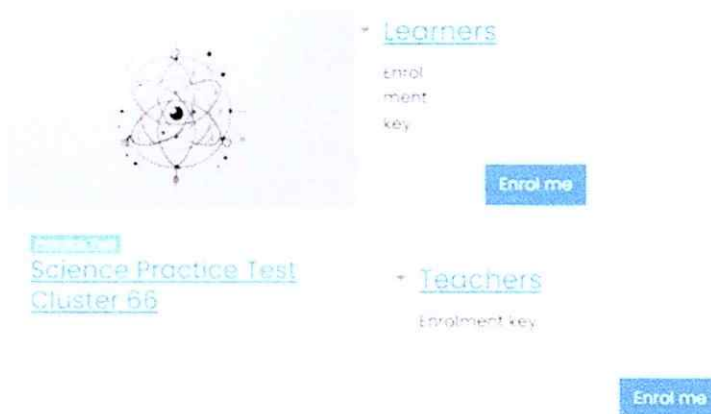
[Forgotten your username or password?](#)

3. **Find the Right Course**
 - Navigate to the **Site Home**.



- Locate the **Practice Test** category (this is the first category).
- 4. **Select Your Cluster**
 - Refer to **Annex C** to find out which cluster your School Division Office (SDO) belongs to.
 - Click on the course linked to your SDO cluster.
- 5. **Enroll in the Course**
 - When prompted for the **enrollment key**, enter the following:
 - **PT_Learners** (this is the key for learners to access the course).

Enrolment options



- Click **Enroll Me**.
- 6. **Start the Assessment**
 - Once enrolled, locate the assessment or test under the course content.
 - Click on the assessment link to start the test.

Science Practice Test

CLICK HERE TO TAKE THE PRACTICE TEST

- Follow the instructions provided in the test and submit your answers once completed.
7. **Check for Completion**
- After submitting the assessment, log out from the system.

FOR TEACHERS (TO CHECK THE LEARNER'S SCORES):

1. **Access the DepEd LMS**
 - Open your web browser and go to the DepEd Learning Management System (LMS) website.
2. **Log In to Your Account**
 - Login using DepEd Microsoft Account or DepEd Google Account.
3. **Find the Right Course**
 - Navigate to the **Practice Test** category.
4. **Select the Cluster**
 - Based on the learner's Division, select the appropriate cluster from the list of courses provided.
5. **Enroll in the Course**
 - When prompted for the **enrollment key**, enter the following:
 - **PT_Teachers** (this is the key for teachers to access and review learner progress).
 - Click **Enroll Me**.
6. **Access Learner Grades**
 - After enrolling, go to the gradebook or progress tracking section of the course.
 - Here, you can check the grades or scores of learners who have completed the assessment.

**ANNEX C
SCHOOLS DIVISION OFFICE CLUSTERS IN THE LMS**

LMS TENANT	LMS Course	SDO
R1	Cluster 1	Alaminos City Pangasinan I, Lingayen
	Cluster 2	Batac City
		Candon City
		Dagupan City
		Ilocos Norte
		Ilocos Sur
	Cluster 3	La Union
		Laoag City
		San Fernando City
		Vigan City
	Cluster 4	Pangasinan II, Binalonan
		San Carlos City
		Urdaneta City
R2	Cluster 5	Cagayan
	Cluster 6	Isabela
	Cluster 7	Batanes
		Cauayan City
		City of Ilagan
		Nueva Vizcaya
		Quirino
		Santiago City
		Tuguegarao City
	R3-1	Cluster 8
Cluster 9		Nueva Ecija
Cluster 10		Cabanatuan City
		City of San Jose Del Monte
Cluster 11		Gapan City
		San Jose City
		Science City of Muñoz
Cluster 12	Aurora	
	Malolos City	
R3-2	Cluster 13	Meycauayan City
	Cluster 14	Pampanga
		Angeles City
		Balanga City
	Cluster 15	Bataan
		Mabalacat
		Olongapo
		San Fernando City
	Cluster 16	Zambales
		Tarlac Province
R4A1	Cluster 17	Tarlac City
	Cluster 18	Cavite Province
		Bacoor City
		Cavite City
	Cluster 19	Dasmariñas City
General Trias City		
R4A2	Cluster 20	Imus City
		Quezon



Republic of the Philippines
Department of Education

DepEd MEMORANDUM
No. s. 2024

FOR : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL INFORMATION TECHNOLOGY OFFICERS
ALL OTHERS CONCERNED

FROM : **ATTY. FATIMA LIPP D. PANONTONGAN**
Undersecretary and Chief-of-Staff

SUBJECT : **ADMINISTRATION OF THE PISA-SCIENCE PROGRAM POST-TEST**

DATE : **December 6, 2024**

As part of the implementation of the 2025 Programme for International Student Assessment (PISA) Readiness Plan, the Department of Education, through the participating schools, will be administering the post-test to 15-year-old learners from Grade 7 and higher from **December 6 to 19, 2024**.

In this regard, this Office issues the Guidelines for Administering the Science Program Post-Test. Please refer to Annex A for the guidelines in administering the post-test using the pen-and-paper modality and Annex B using the LMS. The cluster of Schools Division Offices is attached as Annex C.

For any concerns or inquiries regarding the post-test, please contact the Office of the Assistant for Curriculum and Teaching (OASCT) via email at oasct.eaae@deped.gov.ph via landline through (+63 2) 8631-8495.

Widest dissemination of this memorandum to all participating schools is advised.

Copy furnished:

REVSEE A. ESCOBEDO
Undersecretary for Operations

	Cluster 21	Laguna
	Cluster 22	Binan City
		Cabuyao City
		Calamba City
	Cluster 23	Lucena City
		San Pablo City
		San Pedro City
Sta. Rosa City		
Tayabas City		
R4A3	Cluster 24	Antipolo City
	Cluster 25	Batangas
	Cluster 26	Rizal
	Cluster 27	Batangas City
		Tanauan City
Lipa City		
R4B	Cluster 28	Calapan
		Marinduque
		Romblon
	Cluster 29	Occidental Mindoro
		Oriental Mindoro
	Cluster 30	Palawan
Puerto Princesa City		
R5-1	Cluster 31	Albay
		Legaspi City
		Ligao City
		Tabaco City
	Cluster 32	Camarines Norte
Cluster 33	Masbate	
R5-2	Cluster 34	Camarines Sur
	Cluster 35	Catanduanes
		Iriga City
		Naga City
	Cluster 36	Sorsogon
Sorsogon City		
R6-1	Cluster 37	Negros Occidental
	Cluster 38	Bacolod City
		Bago City
		Capiz
	Cluster 39	Cadiz City
		Escalante City
		Himamaylan City
		Kabankalan City
		La Carlota City
		Sagay City
		San Carlos City
Silay City		
Sipalay City		
Victorias City		
R6-2	Cluster 40	Aklan
		Antique
	Cluster 41	Guimaras
		Iloilo City
		Passi City
		Roxas City
	Cluster 42	Iloilo

R7-1	Cluster 43	Dumaguete City Guihulngan City Negros Oriental Siquijor Tagbilaran City Canlaon City Tanjay City
	Cluster 44	Bais City Bayawan City Bohol
R7-2	Cluster 45	Bogo City Carcar City Cebu City City of Naga, Cebu Danao City
	Cluster 46	Cebu
	Cluster 47	Lapu-Lapu City Mandaue City Talisay City Toledo City
R8	Cluster 48	Leyte
	Cluster 49	Northern Samar Samar (Western Samar)
	Cluster 50	Baybay City Biliran Borongan City Calbayog City Catbalogan City Eastern Samar Maasin City
	Cluster 51	Ormoc City Southern Leyte Tacloban City
R9	Cluster 52	Dapitan City Dipolog City Zamboanga del Norte
	Cluster 53	Isabela City Pagadian City Zamboanga City
	Cluster 54	Zamboanga del Sur Zamboanga Sibugay
R10	Cluster 55	Bukidnon
	Cluster 56	Cagayan de Oro City Camiguin El Salvador Gingoog City Iligan City
	Cluster 57	Lanao del Norte Malaybalay City Misamis Occidental
	Cluster 58	Misamis Oriental Oroquieta City Ozamis City Tangub City Valencia City
R11	Cluster 59	Davao City

	Cluster 60	Davao De Oro
		Davao del Norte
		Davao del Sur
	Cluster 61	Davao Occidental
		Davao Oriental
		Digos City
	Cluster 62	Island Garden City of Samal
		Mati City
		Panabo City
Tagum City		
R12	Cluster 63	General Santos City
		Kidapawan City
	Cluster 64	Koronadal City
		North Cotabato
	Cluster 65	Sarangani
South Cotabato		
Cluster 66	Sultan Kudarat	
	Tacurong City	
CAR	Cluster 67	Abra
		Apayao
		Baguio City
		Benguet
	Cluster 68	Ifugao
		Kalinga
	Mt. Province	
	Tabuk City	
CARAGA	Cluster 69	Agusan del Norte
		Agusan del Sur
		Bayugan City
	Cluster 70	Bislig City
		Butuan City
		Cabadbaran City
		Dinagat Island
		Siargao
	Cluster 71	Surigao City
		Surigao del Norte
Surigao del Sur		
	Tandag City	
NCR1	Cluster 72	Caloocan City
	Cluster 73	Manila
	Cluster 74	Paranaque City
		Taguig City and Pateros
	Cluster 75	City of San Juan
		Las Piñas City
Malabon City		
	Navotas	
NCR2	Cluster 76	Quezon City
	Cluster 77	Makati City
		Mandaluyong City
		Muntinlupa City
	Cluster 78	Marikina City
Valenzuela City		
Cluster 79	Pasay City	
	Pasig City	