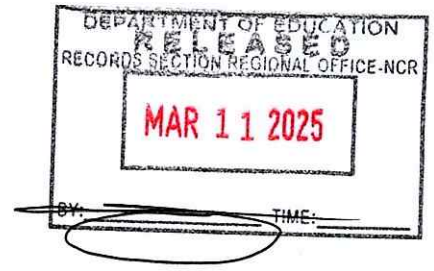





Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM

No. 233 s. 2025

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
*SDO: Makati City, Mandaluyong City, Parañaque City,
San Juan City and Valenzuela City*

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

SUBJECT : **DESIGNATING DIVISION TESTING COORDINATORS (DTCS)
AS PISA DEPUTY MONITORS IN THE NATIONAL CAPITAL
REGION (NCR)**

DATE : March 10, 2025

1. This is in reference to the attached Memorandum BEA-2025-03-602 dated March 6, 2025, from Mr. Kevin Carl P. Santos, PhD, Director IV, Bureau of Education Assessment regarding the above-captioned subject for information and appropriate action.
2. 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





Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

Office of the Director

MEMORANDUM

BEA-2025-03- 602

FOR : **JOCELYN DR. ANDAYA**
Regional Director - National Capital Region
concurrent Officer-In-Charge
Office of the Assistant Secretary for Operations

FROM : *[Signature]*
KEVIN CARL P. SANTOS, PhD
Director IV

SUBJECT : **Designating Division Testing Coordinators (DTCs) as PISA
Deputy Monitors in the National Capital Region (NCR)**

DATE : March 6, 2025

The Bureau of Education Assessment – Education Research Division (BEA-ERD) is currently initiating the decentralization of the quality monitoring system for the administration of PISA 2025 Main Survey. It aims to deputize the Division Testing Coordinators (DTCs) to perform the duties and responsibilities of the National Center Quality Monitors (NCQM) to ensure compliance with standardized procedures of PISA. PISA Deputy Monitors (PDMs) shall be appointed in place of the NCQMs as independent passive observers during the PISA administration in participating NCR schools.

To initiate this process, five (5) DTCs from the following divisions shall monitor the PISA administration:

1. SDO San Juan City
2. SDO Paranaque City
3. SDO Makati City
4. SDO Valenzuela City
5. SDO Mandaluyong City

Attached are the guidelines on the appointment and deployment of PISA Deputy Monitors for reference.

Thank you for your continued support and cooperation in this initiative.

cc: Office of the Undersecretary for Strategic Management
Office of the Undersecretary for Operations






Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

Office of the Director

MEMORANDUM

BEA-2025-03- 602

FOR : **JOCELYN DR. ANDAYA**
Regional Director - National Capital Region
concurrent Officer-In-Charge
Office of the Assistant Secretary for Operations

FROM : **KEVIN CARL P. SANTOS, PhD** 
Director IV

SUBJECT : **Designating Division Testing Coordinators (DTCs) as PISA
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cc: *Office of the Undersecretary for Strategic Management*
Office of the Undersecretary for Operations





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BUREAU OF EDUCATION ASSESSMENT

**Guidelines on the Appointment and Deployment
of PISA Deputy Monitors**

A. Background

The Programme for International Student Assessment (PISA) is a global study sponsored by the Organisation for Economic Co-operation and Development (OECD). The assessment plays a crucial role in evaluating how well-prepared students in the Philippines are for learning beyond school. Additionally, it helps identify areas for improvement over time at the school, education system, and government levels, while also enabling comparisons of student performance and learning environments across different countries and economies.

The designated National Center for each participating education system is responsible for maintaining the integrity and security of the administration of PISA. To uphold the integrity and security of the assessment, quality monitoring is essential throughout data collection in sampled schools. One of the initiatives for the PISA 2025 Main Survey is the decentralization of the quality monitoring process involving the Field Offices. PISA Deputy Monitors (PDMs) shall be appointed in place of the National Center Quality Monitors (NCQMs) as independent passive observers to ensure compliance with standardized procedures. Their presence helps prevent irregularities or deviations that could affect the reliability of results, reinforcing the integrity of PISA implementation.

B. Qualifications

The appointment of PDMs must meet the following criteria:

1. They must be the designated Division Testing Coordinator (DTC) within their respective Schools Division Office (SDO).
2. They must come from an SDO from within the same region monitored but must not be part of any sampled PISA division to ensure impartiality and objectivity of the monitoring process.
3. They must come from an SDO which is not adjacent to the monitored PISA division.
4. They must be known for integrity and can strictly follow protocol and standards.



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C. Appointment and Deployment Process

The National Center is piloting the scheme of appointing PDMs to assess the feasibility of deploying DTCs as independent observers in future PISA administrations. This initiative aims to evaluate the effectiveness of the deputization process and its potential for long-term implementation.

1. The selection of PISA Deputy Monitors will be identified by the PISA National Center and sent through an official memorandum. For this pilot implementation, five (5) DTCs from SDO San Juan, Parañaque, Makati, Valenzuela, and Mandaluyong will be appointed and deployed as PISA Deputy Monitors to observe and monitor select sample schools of the divisions in NCR.
2. The assigned National Center Quality Monitors (NCQMs) shall also observe the administration of PISA to monitor the PDMs and document any feasibility issues of the scheme and to provide recommendations for large-scale implementation.

The monitoring assignments for the appointed PISA Deputy Monitors are as follows for PISA:

Batch	Sampled Division Office	No. of Sampled School	Assigned Deputy Monitor (DTC)	Date
3	Caloocan	Amparo High School	San Juan	March 25, 2025
		Caloocan City Business High School		March 26, 2025
		Bagong Silang High School		March 27, 2025
		Caloocan City Science High School		March 28, 2025
3	Manila	Esteban Abada High School	Parañaque	March 25, 2025
		Jose P. Laurel High School		March 26, 2025
		Claro M. Recto High School		March 27, 2025
		Tondo High School		March 28, 2025
4	Pasig	Inocencio School, Inc.	Makati	April 02, 2025
		Manggahan High School		April 03, 2025
		Sagad High School		April 04, 2025
4		Pitogo High School	Valenzuela	April 02, 2025



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	Taguig and Pateros	Taguig Science High School		April 03, 2025
5	Quezon City	New Era High School	Mandaluyong	April 08, 2025
		San Bartolome High School		April 10, 2025

3. To prepare for their responsibilities, all appointed PISA Deputy Monitors must attend the PISA Deputy Monitor Training and Orientation on March 19, 2025, at the DepEd Central Office, from 8:00 AM to 5:00 PM.

D. Roles and Responsibilities

The primary role of PDMs is to serve as independent passive observers. Their presence ensures that the assessment follows PISA's standardized guidelines while upholding the credibility of the data collection process. Their key responsibilities include:

1. Documenting the administration process to ensure compliance with standardized procedures.
2. Conducting ocular inspections in designated schools to observe testing conditions.
3. Retrieving and returning the test materials to the National Center after the assessment.
4. Refraining from intervening in any technical issues during the test administration, as only Testing Administrators (TAs) and Information Technology Officers (ITOs) are authorized to handle such matters. Their role is solely to document these issues and report them accordingly.
5. Signing and complying with the Terms of Reference (TOR) and confidentiality agreement form to uphold confidentiality and testing integrity.

E. Monitoring and Evaluation

PISA Deputy Monitors are required to complete the NCQM Monitoring Form, which will serve as their official report to the National Center regarding the test administration. The assigned NCQM personnel will conduct an evaluation to assess whether the Deputy Monitors effectively performed their responsibilities. Additionally, another evaluation form will be completed by both the NCQMs and PDMs to gather different perspectives on the deputization process and assess the feasibility of assigning DTCs as monitors for future PISA administrations. These evaluations will help refine and improve the monitoring process for subsequent



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assessments. After the PISA administration, the National Center will prepare a comprehensive report on the entire process conducted.

F. Funding Source

All expenses to be incurred in the training and orientation (i.e. meals and transportation) and monitoring during the ocular inspection and administration (i.e. transportation and incidental and other allowable expenses) shall be charged against NASBE funds subject to the existing auditing and accounting rules and regulations.

G. Confidentiality and Breach of Security

PISA Deputy Monitors shall be subjected to an oath of confidentiality and non-disclosure of any project information through signing of the PISA Confidentiality Form. Violations or infractions to the agreed terms in the confidentiality form shall result to sanctions as outlined in the said form and in DepEd Order No. 55, s. 2016, Section 13, "Breach of Security in National Examinations and Corresponding Sanctions".

