



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

School Governance and Operations Division

DIVISION MEMORANDUM

No. 239, s. 2024

**DISTRIBUTION AND UTILIZATION OF PRIMERS FOR
KEY STAGES 1,2,3, AND 4**

To: Assistant Schools Division Superintendent
Division Chiefs (CID and SGOD)
Public Elementary and Secondary School Heads and SUC
All Others Concerned

1. Pursuant to the Advisory from the Office of the Director, Bureau of Education Assessment regarding the Guidelines on the Distribution Scheme and Utilization of Primers for Key Stages 1, 2, 3, and 4, the Schools Division Office (SDO) will be distributing the primers to all schools within our division.
2. The Primer provides an overview of the test design, test administration, data reporting, and utilization. It also includes sample test items per learning area across the 21st century skills domains.
3. The primers will be used by the school in the information campaigns to ensure the alignment of school-level and national-level assessments and to identify complementary quality standards beyond those covered by the national assessments for a holistic evaluation of education policy. Attached is the advisory for reference.
4. The distribution of primers will be done by the Supply Officer on August 5-6, 2024. Administrative Officer II assigned in each school shall receive the said primers.
5. Immediate dissemination of this memorandum is desired.



VILMA D. EDA, CESO V
Schools Division Superintendent



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Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

Office of the Director

ADVISORY

Guidelines on the Distribution Scheme and Utilization of Primers for Key Stages 1, 2, 3 and 4

The Department of Education, through the Bureau of Education Assessment (BEA), maintains its commitment in using national assessment as empirical evidence in improving the teaching and learning process. DepEd Order No. 27, s. 2022 on the *Conduct of Rapid Assessment in School Year 2021-2022 for Learning Recovery as well as in Preparation for the 2024 Baseline System Assessment* specified the Bureau's greater emphasis on the familiarization of test materials through the distribution of Primers to the Regional Offices (ROs) and Schools Division Offices (SDOs) by:

- a. Sharing the testing framework as well as the anticipated testing dates and sampling design through a written document addressed to teachers and learners;
- b. Providing familiarization materials; and
- c. Facilitating information campaigns to encourage participation and generate support from the school communities, among others.

The Primer provides an overview of the test design, test administration, data reporting, and utilization. It also includes sample test items per learning area across the 21st Century Skills domains.

The dissemination of primers and conduct of information campaigns are intended to ensure the alignment of school-level and national-level assessments and to identify complementary quality standards beyond those covered by the national assessments for a holistic evaluation of education quality.

Distribution of Primers

1. SDOs shall receive and distribute the primers intended for their respective schools in reference to the allocation list (see attachment).



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2. The following outlines the distribution of the Primers to the concerned field offices:

Field Office	Primer Allocation	Offices with Allocation	Delivery Location
ROs	3	<ul style="list-style-type: none"> • Regional Director • Curriculum and Learning Management Division (CLMD) ▪ Regional Testing Coordinator (RTC) 	Office address of the RO
SDOs	3	<ul style="list-style-type: none"> • Schools Division Superintendent (SDS) • Curriculum and Instruction Division (CID) • Division Testing Coordinator (DTC) 	Office address of the SDO
Schools	may vary per SDO	<ul style="list-style-type: none"> • to be distributed to Public Schools 	School Address

3. The utilization of Primers shall be through the following suggested modalities:

- a. **Learning Action Cells (LACs).** This activity will lead to understanding and support for participation in national and international large-scale assessments. This should necessarily include ways of assessing the learning of students and how data from national assessments can improve teaching strategies, bringing 21st Century Skills in the teaching and learning situation based on the provisions of *DepEd Order No. 35, s. 2016*.
- b. **Educational Fora.** This activity is intended specifically to inform and promote continuum assessment participation of learners, parents, teachers, and other education stakeholders in the national and international large-scale assessments.
- c. **Memorandum.** The official correspondence should disseminate instructions, information, and other related matters relating to the Primer.



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- d. **Other assessment-related activities.** These are avenues for discussion on the Primers for greater familiarization on the utilization of the Primers such as in-service training activities, National Achievement Test (NAT) orientation, among others.
4. Schools may opt to use the electronic copy (e-copy) of the Primers if needed and may obtain the e-copy from the Regional Testing Coordinators (RTCs) and/or Division Testing Coordinators (DTCs).
5. For the successful implementation of the distribution scheme and utilization of the Primers, ROs are requested to submit a Consolidated Monitoring Report with Means of Verification (MOVs) to the Bureau of Education Assessment-Education Assessment Division (BEA-EAD) through email at bea.cad@deped.gov.ph.
6. Immediate dissemination of this Advisory is desired.

JANIR T. DATUKAN

Assistant Secretary

Officer-in-Charge

Bureau of Education Assessment



Republic of the Philippines
Department of Education

#1656

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PRIMER ALLOCATION
Region I

Region/Division	ELLNA	NATG6	NATG10	NATG12
Regional Office	3	3	3	3
Alaminos City	42	43	14	16
Batac City	30	31	9	8
Candon City	33	34	9	9
Dagupan City	38	39	13	11
Ilocos Norte	327	329	68	96
Ilocos Sur	462	459	92	108
La Union	327	336	117	95
Laoag City	38	39	11	16
Pangasinan I, Lingayen	571	587	176	141
Pangasinan II, Binalonan	481	496	149	146
San Carlos City	65	66	27	18
San Fernando City	31	32	17	10
Urdueta City	50	52	30	13
Vigan City	22	22	7	8

Note:

Three (3) copies of Primer for each National Assessment shall be allocated to the Schools Division Offices. The remaining copies shall be distributed to all public schools within their respective SDOs.