

Republika ng Pilipinas
(Republic of the Philippines)
MINISTERIO NG EDUKASYON, KULTURA AT ISPORTS
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)
Manila

April 24, 1983

MECS MEMORANDUM
No. 90, s. 1983

SEMINAR-WORKSHOP ON SOME ASPECTS RELATIVE TO THE
NATIONAL COLLEGE ENTRANCE EXAMINATION (NCEE) AND
THE ACCREDITATION AND EQUIVALENCY PROGRAM (AEP)

To: Bureau Directors
Regional Directors
Schools Superintendents
Regional Testing Coordinators
Division Testing Coordinators

1. A live-in seminar-workshop that would take up a number of aspects relative to the National College Entrance Examination (NCEE) and the Accreditation and Equivalency Program (AEP) will be held from May 30 to June 3, 1983, at the Marikina Institute of Science and Technology, Marikina, Metro Manila, and will have for its theme "Testing in the 80s: Its Role in the Attainment of the National Development Goals."

2. The objectives of this seminar-workshop are:

- a. to acquaint the field with the updated policies relative to the NCEE program and the AEP;
- b. to evolve a revised listing of examination centers in the regions that would redound to a more efficient and economical administration of the NCEE and the PEPT;
- c. to instruct the field personnel on the proper accomplishment of an acceptable local NCEE and AEP budget;
- d. to further acquaint the workshop participants with the proper accomplishment of the various NCEE and AEP reports;
- e. to disseminate the results of completed and on-going research studies using NCEE data and PEPT data;
- f. to encourage the field to conduct their own local studies;
- g. to identify and recommend solutions to the perennial problems encountered by the field as regards the

- (1) irregularities committed during the test administration
- (2) distribution, administration and retrieval processes

h. to maximize the use of the

- (1) Examiner's/Proctor's Handbook
- (2) Test Results.

3. The participants to this seminar/workshop are the regional testing coordinators from the 10 regional offices and the division testing coordinators from the 127 school divisions all over the country. Some personnel from the four divisions of the NTC will also be in attendance as training and support staff.

4. Expected outputs after the seminar-workshop are:

- a. a revised listing of examination centers in each region/division;
- b. properly accomplished and feasible local NCEE and AEP budgets;
- c. research designs/proposals of local studies to be conducted;
- d. recommended solutions to perennial problems.

5. In view of the importance of this activity and to make it more fruitful, the participants are requested to bring copies of the following:

- a. Regional statistical bulletin;
- b. 1982 NCEE and AEP budgets (regional and division);
- c. List of the 1982 NCEE and AEP examination centers;
- d. List of teachers/school personnel who were directly or indirectly involved in irregularities and anomalies in the administration of the NCEE;
- e. List of examinees who should be recommended for suspension from taking the NCEE in accordance with MECS Order No. 3, s. 1983;
- f. Any local research study completed/on going;
- g. Current research proposal(s); and
- h. Success stories of accredited PMP examinees.

6. Since this is a live-in seminar-workshop, all expenses for board and lodging and sundry expenses incident to the holding of this activity will be borne by the NTC-MECS. Likewise, the P10 daily allowance which participants are entitled to will be chargeable to the MECS.

7. Participants from the field as well as those from the NTC will pay their transportation expenses from their station and return chargeable against local funds, subject to the usual accounting and auditing regulations.

8. Regional directors and schools superintendents are requested to wire the names of their respective participants to the MECS, MECS, Arroceros, Manila, attention: Mr. Felix N. Aguda, not later than May 13 1983. It is imperative that this information be received by the MECS, early enough so that arrangements for the participants' board and lodging could be finalized.

9. Inclosed are the list of members of the various committees and the tentative program of activities.

LIST OF MEMBERS OF VARIOUS COMMITTEES

Program Committee -

Dr. Purita G. Gavino - Chairperson
Mr. Felix M. Aguda - Co-Chairperson
Dr. Lucila F. Tibigar - Member
Mrs. Lolita B. Racela - "
Miss Josefina Domalasa - "

Workshop Committee -

Dr. Lucila F. Tibigar - Chairperson
Mrs. Lolita B. Racela - Co-Chairperson
Dr. Margarita C. Boncan - Member
Miss Josefina Domalasa - "
Mrs. Evangelina Adversalo - "

Documentation Committee -

Mrs. Lolita B. Racela - Chairperson
Miss Josefina Domalasa - Co-Chairperson
Mrs. Wilhelmina Abollo - "
Miss Jean Arce - Member
Miss Zenaida Cruz - "
Mrs. Rosalinda M. Abu - "
Mrs. Priscilla Dagdagan - "
Mrs. Arnelia Casas - "
Miss Luz Lacuesta - "
Mrs. Alicia R. Timosa - "
Mr. Dominador Palafox - "
Mr. Lornio Pinoza - "

Ways and Means Committee -

Mrs. Evangelina Adversalo - Chairperson
Mr. Felipe Cortes - Co-Chairperson
Miss Merca Bunac - Member
Mrs. Irene Mandrique - "
Mrs. Adoracion Ureta - "

Evaluation Committee -

Dr. Margarita C. Boncan - Chairperson
Mrs. Procentacion Gaviola - Co-Chairperson
Mrs. Amina Tan - Member
Mrs. Lolita Maffacop - "
Miss Divinia Baybay - "

Physical Arrangements Committee -

Mrs. Carmelita Malapad - Chairperson
Mrs. Ligaya Estrada - Co-Chairperson
Miss Lorna D. Radia - Member
Mr. Lornio Pinoza - "
Mr. Jose Mendoza - "

Registration Committee -

Mrs. Amparo Silay - Chairperson
Mrs. Teresa Bautista - Co-Chairperson
Mrs. Norma P. Flores - Member

Reception/Hospitality/Social Committee

Mr. Felix M. Aguda - Chairperson
Dr. Lucila F. Tibigar - Co-Chairperson
Mrs. Carmelita Malapad - Member
Mrs. Elvira Brillantes - "
Mrs. Filomena Mameril - "
Mrs. Lolita Maffacop - "

Attendance Committee -

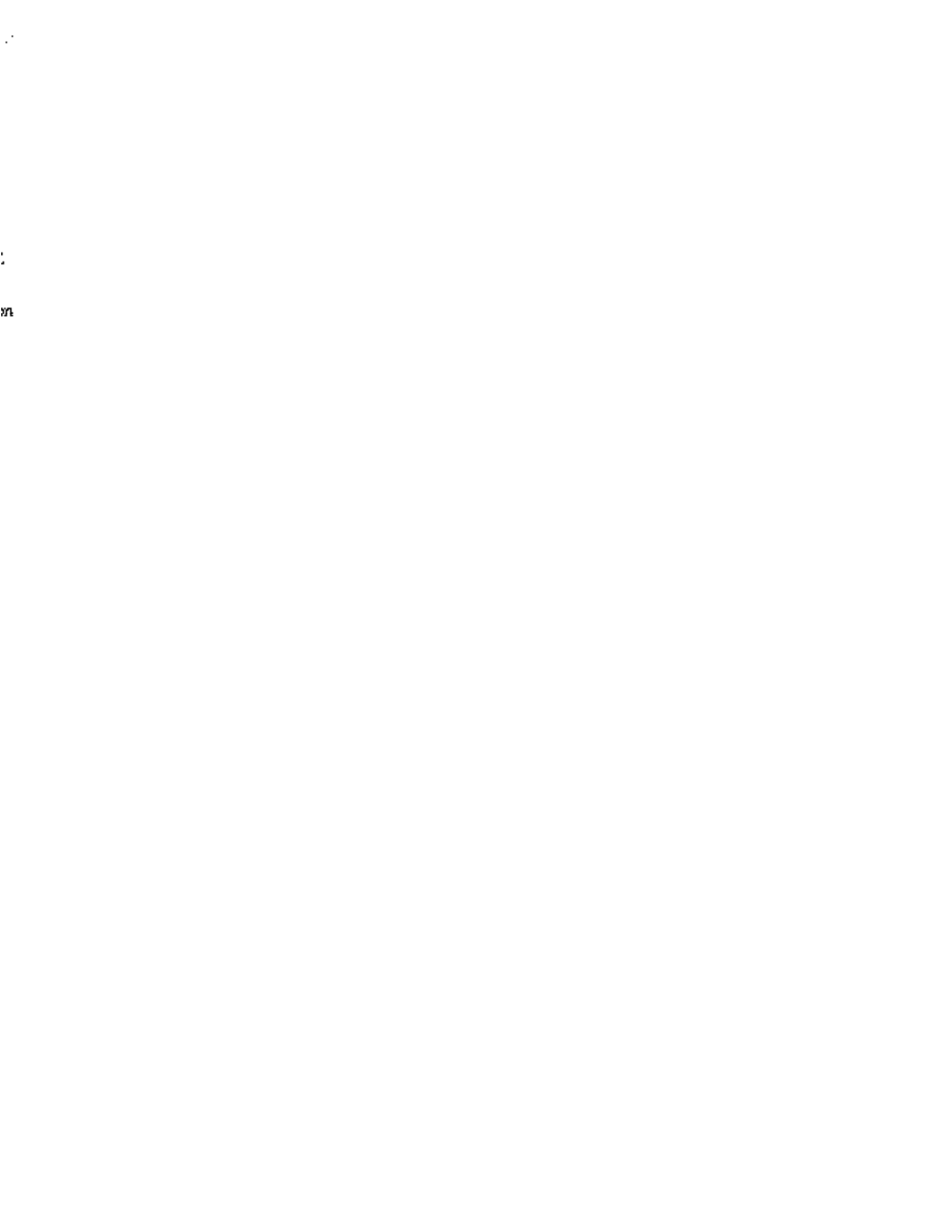
Miss Virginia Trinidad - Chairperson
Miss Julieta Siclon - Co-Chairperson
Mrs. Bienvenida Almosara - Member
Miss Divinia Baybay - "
Mrs. Lorna D. Radia - "

Transportation Committee -

Mr. Cesar A. Foraran - Chairperson
Mr. Nicamor Gonzales - Member
Mr. Diosdado Talde - "
Mr. Clemente Reyes - "

Consultants and Resource Speakers -

Exec. Director Mona D. Valiano
Asst. Exec. Director Miguela Flores
Dr. Purita G. Gavino
Dr. Teresa Goba
Mr. Felix M. Aguda
Dr. Lucila F. Tibigar
Dr. Margarita C. Boncan
Mrs. Lolita B. Racela
Miss Josefina Domalasa
Mr. Cesar A. Foraran
Mrs. Evangelina Adversalo



10. It is desired that the contents of this Memorandum be immediately brought to the attention of those concerned.

(S-1) ONORARY DEPUTY
Minister

Included:

As stated.

References:

MECS Order (No. 3, s. 1983)

MEC Memorandums: Nos. 162, s. 1981 and
151, s. 1982.

Allotment: 1-2- (D.O. 1-78)

To be indicated in the Perpetual Index
under the following subjects:

EXAMINATION
EXPENSES
OFFICIALS
PROGRAM, SCHOOL
SEMINAR
WORKSHOP

TENTATIVE PROGRAMME FOR THE SEMINAR-WORKSHOP FOR REGIONAL
AND DIVISION TESTING COORDINATORS

First Day

- | | | |
|------------------|---|---|
| 7:30- 9:00 A.M. | - | Registration of Participants |
| 9:00-10:00 | - | Opening Ceremonies |
| | - | Invocation |
| | - | Pambansang Awit |
| | - | Welcome Address |
| | - | Introduction of Participants |
| | - | Special Number |
| 10:25-10:30 | - | Coffee Break |
| 10:30-11:30 | - | Introduction of Keynote Speaker |
| | - | Keynote Address |
| 11:30-12:00 Noon | - | Orientation on Workshop Procedures |
| 12:00- 1:30 P.M. | - | Lunch Break |
| 1:30- 2:00 | - | Revised Policies Related to the NCEE Program |
| 2:00- 2:30 | - | Guidelines on Assignment of Examination Centers and Personnel |
| 2:30- 3:00 | - | Open Forum |
| 3:00- 3:15 | - | Coffee Break |
| 3:15- 5:00 | - | Workshop I |

List of Examination Centers and Personnel
List of Problems Encountered and Suggested Solutions

Second Day

(Sponsored by Group I)

Pambansang Awit

- | | | |
|-----------------|---|--|
| 8:00- 9:00 A.M. | - | Maximizing the Use of Examiner's/Proctor's Handbook |
| 9:00-10:00 | - | Effective, Economical and Efficient Administration of the NCEE |
| 10:00-10:15 | - | Coffee Break |
| 10:15-11:00 | - | Ensuring the Integrity of National Examinations |

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- 11:00-12:00 Noon - Linkages with Cooperating Government Agencies
- 12:00- 1:30 P.M. - Lunch Break
- 1:30- 2:30 - Workshop II - List of Violators of Rules and Regulations on Testing Recommended for Suspension
- 3:00- 3:15 - Coffee Break
- 3:15- 5:00 - Workshop II - Feedback on Imprecable Results

Third Day

(Sponsored by Group II)

Pambansang Awit

- 8:00-10:00 A.M. - NCEE Budget Preparation
- 10:00-10:15 - Coffee Break
- 10:15-12:00 Noon - Open Forum/Interaction
- 12:00- 1:30 P.M. - Lunch Break
- 1:30- 3:00 - Workshop III - Preparation of the Local Budget
- 3:00- 3:15 - Coffee Break
- 3:15- 5:00 - Workshop III Continued

Fourth Day

Pambansang Awit

- 8:00- 9:00 A.M. - Scoring the NCEE
- 9:00-10:00 - Interpretation and Effective Utilization of NCEE Results: for Career Counseling and for Research Studies
- 10:00-10:15 - Coffee Break
- 10:15-12:00 Noon - Dissemination of Completed and On-going Research Studies of the METC
- 12:00- 1:30 P.M. - Lunch Break
- 1:30- 5:00 - Educational Tour

Fifth Day

(Sponsored by Group III)

Pambansang Awit

- 8:00-10:00 A.M. - Generation of Research Studies from Test Results
- 10:00-10:15 - Coffee Break
- 10:15-12:00 Noon - Workshop IV - Research Designs/Proposals to Be Submitted
- 12:00- 1:30 P.M. - Lunch Break
- 1:30- 3:00 - Recap of Proceedings and Evaluation of the Seminar-Workshop
- 3:00- 4:00 - Closing Program
- Closing Remarks
- Distribution of Certificates of Participation
- 4:30- 5:30 - Refreshments and Social Hour

