



REPUBLIKA NG PILIPINAS  
 REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS**  
**DEPARTMENT OF EDUCATION, CULTURE AND SPORTS**

DECS Complex, Marikina Avenue  
 Pasig City Philippines



Sama Sama  
 sa DECS

Tanggapan ng Kalihim  
 Office of the Secretary

DECS MEMORANDUM  
 No 255, s 1999

June 25 1999

ADMINISTRATION OF THE 1999 PHILIPPINE EDUCATIONAL  
 PLACEMENT TEST (PEPT)

- To Bureau Directors  
 Regional Directors  
 Schools Superintendents  
 District Supervisors  
 Private Elementary and Secondary School Principals  
 Vocational High School Principals
- 1 The 1999 Philippine Educational Placement Test (PEPT) will be administered in designated examination centers nationwide on Sunday August 29, 1999 at 8 00 o'clock in the morning Only out of school and overaged in school (elementary/secondary) Filipino citizens are eligible to take the test
  - 2 The registration of applicants will start on June 28 1999 and will end on July 30 1999 in all division offices and the final list to be submitted to NETRC not later than August 3 1999 Each applicant shall pay a non refundable fee of fifty pesos (P50 00) as per DECS Order No 100 s 1992 The registrants copy of the Form 1 shall be stamped Paid with the date of registration and shall serve as the Official Receipt The total collections of test fees shall be turned over to the collecting/disbursing officers concerned immediately after the close of the registration period Non-compliance with the deadline of submission on the number of registrants to NETRC may affect the allocation of the exact number of test materials for each testing center
  - 3 The regional director through the Local Examination Management(LEM) shall be responsible for the effective administration of the test including the implementation of strict security measures on the test materials **ANY BREACH OF SECURITY SHALL BE DEALT WITH ACCORDINGLY**
  - 4 Guidelines and other pertinent rules and regulations embodied in Inclosure No 1 of DECS Memorandum No 284 s 1998 relative to the administration of the PEPT shall still be enforced except on the issue of Age requirement for Grade V which is 13 years old
  - 5 The NETRC shall conduct a national seminar workshop on the administration of the 1999 PEPT for Regional and Division Testing Coordinators and Regional and Division Administrative Officers (refer to Inclosure 1) Likewise the division offices shall conduct an echo orientation/briefing for their chief examiners room examiners and proctors after the National Seminar Workshop preferably two days before the examination day
  - 6 Immediate and widest dissemination of this Memorandum is desired for the information and guidance of all concerned

Incl As stated

References

DECS Order No 100 s 1992  
 DECS Memorandum No 284 s 1998

Alltraent 1 3 (D.O 50 97)

To be indicated in the Perpetual Index  
 Under the following subjects

EXAMINATION  
 RULES & REGULATIONS

SEMINARS  
 TESTS

*Andrew Gonzales*  
 ANDREW GONZALES, FSC

Secretary

Tel # 633-72 08  
 633 72 28

**NATIONAL SEMINAR WORKSHOP ON THE ADMINISTRATION  
OF THE 1999 PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)**

- 1 In view of the forthcoming nationwide administration of the PEPT on August 29 1999 the National Educational Testing and Research Center will hold a two day live in National Seminar Workshop on August 4 and 5 1999 to be participated in by Regional and Division Testing Coordinators and Regional and Division Administrative Officers (Venue to be announced later)
- 2 The objectives of this Seminar Workshop are to
  - 2.1 formulate strict security measures of test materials,
  - 2.2 clarify salient points relative to the current testing scheme,
  - 2.3 formulate measures to check cases of imposturing substitution and other irregularities
  - 2.4 prepare PEPT cash advance/budget per division based on the actual PEPT registrants,
  - 2.5 develop a workable mechanism for the immediate liquidation of cash advances,
  - 2.6 update existing procedures in the collection of registration fees and remittances,
  - 2.7 share/interact on significant success stories and other PEPT related experiences
- 3 After the seminar the participants shall have
  - 3.1 clarified/agreed on
    - issues/concerns relative to the testing scheme adopted/unliquidated cash advances,
    - appropriate measures to check/counteract cases of imposturing and other irregularities,
    - a workable system in the preparation of working fund according to NETRC specification
    - the updated procedure in the collection of registration fees and remittances
    - an effective mechanism for the immediate liquidation of cash advances
  - 3.2 formulated applicable measures and recommendations for national policies derived from identified issues/problems based on shared experiences
- 4 The coordinators shall bring with them the updated list of registrants while the Regional/Division Administrative Officers the updated financial accountability of the region as well as the division concerned relative to the administration of the PEPT
- 5 Transportation expenses and per diems of participants shall be charged against local funds while board and lodging expenses shall be charged against NETRC funds subject to the usual accounting and auditing rules and regulations