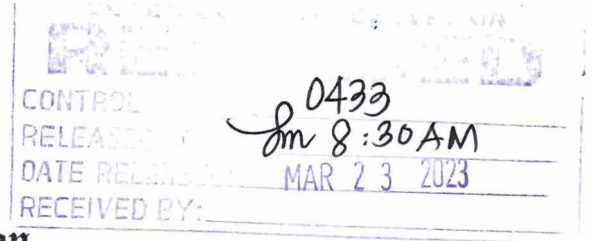




Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
SCHOOLS DIVISION OF DUMAGUETE CITY



Office of the Schools Division Superintendent

**UNNUMBERED MEMORANDUM**

**TO : DR. LILYBETH P. ESTROSOS**

**FROM : GREGORIO CYRUS R. ELEJORDE, Ed.D., CESO V**  
Schools Division Superintendent

**RE : DESIGNATION OF DIVISION TESTING COORDINATOR IN TESTING PROGRAM**

**DATE : March 22, 2023**

1. For systematic administration of all National and Local Testing Program, you are hereby designated as **Division Testing Coordinator**, as such you shall perform the following duties, responsibilities and functions:

Coordinate with BEA's activities including but not limited to submission of report of test materials, attend and conduct orientation conferences and test administrations in the division level;

- Conduct of all echo division orientation conferences on both public and private school heads who will act as chief examiners; and
- Perform other duties and related jobs which the Schools Division Superintendent may assign relative to the implementation of testing activities/projects.

2. This designation however does not entitle you to additional compensation and/or extra remuneration.

3. For your guidance and compliance.

**GREGORIO CYRUS R. ELEJORDE, Ed.D., CESO V**  
Schools Division Superintendent

GCRE/mcmv



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