



Republic of the Philippines
Department of Education

REGION XII
 SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
 Superintendent**

27 March 2024

DIVISION MEMORANDUM
 SGOD No. **040** s. 2024

**DISTRIBUTION OF NATIONAL ACHIEVEMENT TEST MATERIALS FOR GRADE 6
 (NATG6)**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors, CID and SGOD
 Education Program Supervisors
 Public Schools District Supervisors
 Private and Public Elementary and Secondary School Heads
 All Others Concerned

1. Relative to Division Memorandum No. 034, s. 2024 on the **Administration of National Achievement Test for Grade 6 (NATG6) on April 1-5, 2024**, here is the schedule of the distribution of **National Achievement Test Materials for Grade 6 (NATG6)** for both private and public with Grade 6 enrollees for SY 2023-2024:

Senior High School	Area	Schedule of Distribution	Time	Venue
Public Schools	Lower Valley	March 26, 2024 to March 27, 2024 (Half-day only)	7:30 a.m.-10:00 a.m.	DIVISION OLD BAC OFFICE
	Upper Valley		10:00-a.m.- 12:00 nn	
Private Schools	Lower Valley		1:00 p.m.-2:30 p.m.	
	Upper Valley		2:30 p.m.- 4:00 p.m.	

2. These are the members of NATG6 Division Distribution and Retrieval Team (DDRT) to assist the SDO in the preparation of test materials for the smooth flow of distribution and retrieval.

- a. Cristopher T. Frusa- SGOD Chief
- b. Rodel H. Catubay- Division Testing Coordinator
- c. Queenie Lorenzo- ADAS/Secretariat
- d. Kate Abu- ADAS/Secretariat

3. Each Senior High School shall send its Property Custodian and utilities during the scheduled distribution and retrieval along with the means of



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transportation for the test materials. Transportation allowance of test materials has been discussed during the Division Orientation.

4. Proctors during the test must be from external schools. Schoolhead may request a teacher-proctor from the neighboring school.
5. NATG6 takers shall be randomly selected using the stratified random sampling template forwarded to the official group chat. Also, school testing coordinators are requested to submit the list of the testing personnel.
6. Only private schools operating with a government permit for SY 2023-2024 shall be included in the NATG6.
7. The transportation and meal expenses of the Sub-office and/or school-based personnel during the distribution and retrieval of test materials shall be charged to the school's local funds, subject to the existing auditing rules and regulations.
8. For more information and inquiries, personnel concerned may contact Rodel H. Catubay, SMME-SEPS/Division Testing Coordinator through his DepEd email, rodel.catubay@deped.gov.ph
9. Immediate dissemination of this memorandum is directed.

LEONARDO M. BALALA, CESO V
Schools Division Superintendent *flc*

Encl.: None

Reference: As stated

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

ASSESSMENT

SCHOOLS

RHC/DM- distribution of national achievement test materials for grade 6 (NATG6)
0000/March 27, 2024



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