



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division of Tabuk City



Office of the Schools Division Superintendent

Reference No.:RU-2026-007

September 2, 2026

DIVISION MEMORANDUM
No. 393 s. 2026

**CONDUCT OF ORIENTATION ON THE ADMINISTRATION OF
COMPUTER-BASED NATIONAL CAREER ASSESSMENT EXAMINATION
FOR GRADE 9 AND GRADE 10**

To: All Public and Private Secondary School Heads
and School ICT Coordinators

1. In Reference to Regional Memorandum No. 665. S. 2026, Re; Administration of Technical Assessment in Preparation for the Computer- Based National Career Assessment Examination, the Schools Division Office through the Curriculum Implementation Division will conduct an Orientation on the administration of Computer-Based NCAE for Grade 9 and Grade 10 on September 3, 2026 at 8:30 AM at the Kagitingan Hall.
2. Participants of the activity are stipulated in the table below;

CID Chief			1
Supervisors	10 EPS	10 PSDS	20
Public Secondary and Integrated Schools	28 School Heads	28 ICT Coordinators	56
Private Secondary Schools	7 School Heads	7 ICT Coordinators	14
Facilitators/Resource Speakers			3
TOTAL			94

3. Participants are required to carry their laptops for the hands-on activities to be conducted during the orientation.



Address: Bulanao Central School Cmpd., Purok 2, Bulanao Norte, Tabuk City, Kalinga
Email: tabuk.city@deped.gov.ph
Website: <https://www.depedtabukcity.com>

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4. Meal and snacks, hall rental and supplies shall be charged from the Program Support Fund while transportation and other incidental expenditures shall be charged to Local Fund subject to the usual budgeting, accounting and auditing rules and regulations.
5. Immediate dissemination of and strict compliance with this memorandum is desired.

Digitally signed by
CHRISTOPHER
C. BENIGNO
Date: 2026.09.02
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CHRISTOPHER C. BENIGNO PhD. EdD. CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent



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