



March 11, 2016

**DIVISION MEMORANDUM**

No. 99, s. 2016

**Proctors in the Administration of English Proficiency Test (EPT) to all Teacher-Applicants**

To : Education Program Supervisors  
All Public Schools District Supervisors  
District In-Charge/Coordinating Principals  
This Division

1. This Office directs all Public Schools District Supervisors and/or District In-charge to be the proctors in the administration of the English Proficiency Test (EPT) to all the Elementary, Junior High School and Senior High School Teacher-Applicants on March 14, 2016, Monday at exactly 7:30AM at the Tagoloan Central School, Tagoloan, Misamis Oriental. Assignments are stated below:

Proctor	Room Number
Horace Q. Nacua, PSDS	1
Imelda P. Galarrita, PSDS	2
Nilda Mejos, PSDS	3
Jennie Caracho	4
Beatriz Acdal, PSDS	5
Daylinda Vequezo, PSDS	6
Fampila Zarate, PSDS	7
Ric Gabe, PSDS	8
Eva Guillaran	9
Eva Entusiasmo, PSDS	10
Elly Lofranco, PSDS	11
Nestor Lofranco, PSDS	12
Gerry Fabria, PSDS	13
Joylito Villastique, PSDS	14
Joel Jaime, PSDS	15
Wennie Nacasabog, PSDS	Control Room Incharge
Edna Albaran	Over-all Incharge

2. Education Program Supervisors (asst. proctors) and PSDS (proctors) shall also help in the conduct of the orientation on DepEd Order No. 7 and 22, s. 2015 as well as DepEd Order no. 3, s. 2016 to all teacher-applicants prior to the conduct of the test.
3. Travel expenses shall be charged against Local Funds subject to the usual accounting and auditing rules and regulations.
4. For your guidance and compliance.

**CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
Schools Division Superintendent

CLL/daa