



Republic of the Philippines
Department of Education

REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

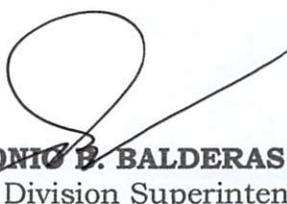
05 March 2026

DIVISION MEMORANDUM
No. 149 s. 2026

**ADMINISTRATION OF FOURTH QUARTERLY ASSESSMENT
SCHOOL YEAR 2025-2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. In reference to DepEd Order 012, s. 2025 titled **Multi-Year Implementing Guidelines on the School Calendar and Activities School Year 2025-2026**, the schedules for the Fourth Quarterly Assessment shall be on **March 19 and 20, 2026**.
2. The said dates shall cover all Key Stages and **no advanced** conduct of quarterly assessment shall be done in all public elementary and secondary schools.
3. Enclosed are the list of scheduled quarterly assessments per grade level (Enclosure 1), List of Division Monitoring Officials Per School (Enclosure 2), and the Division Quarterly Assessment Monitoring Tool (Enclosure 3).
4. Immediate dissemination of and strict compliance with this Memorandum is desired.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: As stated
Reference: DO 012, s. 2025
To be indicated in the Perpetual Index
under the following subjects:

ASSESSMENT

CID – administration of fourth quarterly assessment school year 2025-2026
CIDQKES3-002736/March 05, 2026



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Enclosure 1:

LIST OF SCHEDULED QUARTERLY ASSESSMENTS PER GRADE LEVEL

| KEY STAGE 1 | | |
|--------------------|---|-----------------------------------|
| GRADE LEVEL | MARCH 19, 2026 (DAY 1) | MARCH 20, 2026 (DAY 2) |
| 1 | Language Makabansa Reading and Literacy English* | Mathematics GMRC Science* |
| 2 | Filipino Makabansa English | Mathematics GMRC Science* |
| 3 | Filipino Makabansa English | Mathematics GMRC Science |

**for Special Science Elementary School (SSES) Program only*

| KEY STAGES 2 – 3 | | |
|-------------------------|---|---|
| GRADE LEVEL | MARCH 19, 2026 (DAY 1) | MARCH 20, 2026 (DAY 2) |
| 4 to 10 | Filipino Araling Panlipunan English EPP/TLE Elective 1* | Mathematics GMRC/Values Education Science MAPEH Elective 2* |

**for Special Curricular Programs (SCPs) only*

| KEY STAGE 4 | | |
|--------------------|--|--|
| GRADE LEVEL | MARCH 19, 2026 (DAY 1) | MARCH 20, 2026 (DAY 2) |
| 11 | Effective Communication Life Skills General Mathematics Elective* | Mabisang Komunikasyon Pag-aaral ng Lipunan at Kasaysayang Pilipino General Science Elective* |
| 12 | Introduction to the Philosophy of the Human Person Contemporary Philippine Arts from the Regions Health Optimizing Physical Education *Specialized Subject | Understanding Culture, Society, and Politics Inquiries, Investigations, and Immersion (3Is) *Specialized Subject |

**depends on the chosen strand*

Enclosure 2:

LIST OF DIVISION MONITORING OFFICIALS PER SCHOOL

| Monitoring Officials | Time | March 19, 2026 (Day 1) | March 20, 2026 (Day 2) |
|---|---------------------|---|--|
| Louie L. Fulleo | 08:00 AM – 12:00 NN | Mayuwi Integrated School | Ilasan Integrated School |
| Joan Khaye T. Brizuela | 01:00 PM – 05:00 PM | Mate Integrated School | Eugenio Francia Integrated School |
| Jerome A. Chavez | 08:00 AM – 12:00 NN | Luis Palad Integrated High School | West Palale National High School |
| Montano L. Agudilla Jr. | 01:00 PM – 05:00 PM | | Tayabas City National High School |
| Michael Leonard D. Lubiano | 08:00 AM – 12:00 NN | Rosario Quesada Memorial Integrated High School | Buenaventura Alandy National High School |
| La Trisha R. Dalit | 01:00 PM – 05:00 PM | Dapdap Integrated School | Busal Integrated School |
| Mikael Sandino T. Andrey | 08:00 AM – 12:00 NN | Alsam Integrated School | Valencia Elementary School |
| John Cavin S. Rodil | 01:00 PM – 05:00 PM | Pandakaki Integrated School | Katigan-Alupay Elementary School |
| | | | Talolong Integrated School |
| Mildred Z. Galleno | 08:00 AM – 12:00 NN | Tayabas West Central School II | Domoit Elementary School |
| Ariel C. Cabuyao | 01:00 PM – 05:00 PM | Masin Elementary School | |
| Luzviminda Cynthia Richelle F. Quintero | 08:00 AM – 12:00 NN | South Palale Elementary School | West Palale Elementary School |
| | 01:00 PM – 05:00 PM | North Palale Elementary School | Tayabas West Central School IV |
| Maria Corazon A. Borbon | | | |

| | | | |
|-----------------------|---------------------|---------------------------------|--|
| Christian J. Bables | 08:00 AM – 12:00 NN | Lakawan Elementary School | Tayabas East Central School |
| | | Lawigue Elementary School | Cipriano J. Querubin Elementary School |
| Nicole L. Lumanglas | 01:00 PM – 05:00 PM | East Palale Elementary School | Tongko Elementary School |
| Sherwin C. Quesea | 08:00 AM – 12:00 NN | Tayabas West Central School I | Potol Elementary School |
| | 01:00 PM – 05:00 PM | Lalo Elementary School | Malaoa-Calantas Elementary School |
| Lailani T. Omlas | | Ipilan-Alitao Elementary School | |
| Joseph Jay U. Aureada | 08:00 AM – 12:00 NN | Tayabas West Central School III | Calumpang Integrated School |
| | 01:00 PM – 05:00 PM | Gibanga Elementary School | Froilan E. Lopez Elementary School |

Enclosure 3:

DIVISION QUARTERLY ASSESSMENT MONITORING TOOL

_____ (Grades 6 and 12)
 Date

_____ (All Other Grades)
 Date

School: _____ School ID: _____ School Head: _____
 Date and Time of Monitoring: _____ Schedule of Test: _____

A. ATTENDANCE

| GRADE LEVEL | ENROLMENT M / F = TOTAL | ATTENDANCE | |
|--------------|----------------------------|------------------------|------------------------|
| | | DAY 1 M / F = TOTAL | DAY 2 M / F = TOTAL |
| SPED | | | |
| KINDERGARTEN | | | |
| GRADE 1 / 7 | | | |
| GRADE 2 / 8 | | | |
| GRADE 3 / 9 | | | |
| GRADE 4 / 10 | | | |
| GRADE 5 / 11 | | | |
| GRADE 6 / 12 | | | |

B. TESTING IMPLEMENTATION

| NO. | INDICATORS | Put a check mark (/) which one applies. | | REMARKS |
|-------------------------|---|---|-------------|---------|
| | | EVIDENT | NOT EVIDENT | |
| Test Preparation | | | | |
| 1 | School head (SH) informs the teachers about the schedule and plan for the conduct of quarterly assessment ahead of time. | | | |
| 2 | School head (SH) sets a deadline for the submission of test items. | | | |
| 3 | School head (SH) assists the teachers in the preparation of Table of Specification (TOS) and test items. | | | |
| 4 | School head (SH) checks and quality assures TOS and test items. | | | |
| 5 | Test papers were packed and stored in a clean, and safe place a day before its administration. | | | |
| Test Proper | | | | |
| 6 | Test papers are stored in the Office of the Principal or any designated place in the school for teachers' retrieval/submission. | | | |
| 7 | Test papers are systematically arranged by grade level per learning area with label and number of examinees. | | | |
| 8 | Testing rooms are neat and conducive for the learners. | | | |
| 9 | Chairs are properly arranged in 5 rows with 6 learners per row holding a maximum of 30 examinees per room. | | | |
| 10 | Rooms are well-ventilated and well-lit. | | | |
| 11 | The schedule of examination, list of examinees, and seat plan are posted on a conspicuous place (e.g. door, chalkboard, etc.) | | | |

| | | | | |
|----|---|--|--|--|
| 12 | Learners are seated properly according to a seat plan. | | | |
| 13 | Test papers are only released to the room examiners before the start of the exam. | | | |
| 14 | Test taking started and ended on time. | | | |
| 15 | Test papers are distributed and retrieved properly. | | | |

C. TEST CONTENT

| NO. | STATEMENT | LEARNING AREAS | | | | | | | | | | FINDINGS |
|-----|---|----------------|---------|-------------|---------|--------------------|-----|-------|-----|---------|--------|----------|
| | | Filipino | English | Mathematics | Science | Araling Panlipunan | TLE | MAPEH | EsP | MTB/MLE | Others | |
| 1 | The test materials are free from grammatical errors. | | | | | | | | | | | |
| 2 | All test questions have definite answers. | | | | | | | | | | | |
| 3 | The test materials used are free from plagiarized works, and unshared on websites without consent from the division office. | | | | | | | | | | | |
| 4 | The summative and unit tests are different from one another. | | | | | | | | | | | |
| 5 | The test materials used are gender sensitive and provide equal opportunities to learners to answer them promptly. | | | | | | | | | | | |

Other Issues and Concerns: _____

Recommendations: _____

Prepared by: _____

(Name and Signature Over Printed Name)
 Monitoring Official
 Date: _____

Conforme: _____

(Name and Signature Over Printed Name)
 School Head
 Date: _____

| | | | |
|----------------|--------------|------|--------|
| Doc. Ref. Code | SDO-CID-F001 | Rev | 0 |
| Effectivity | 01.08.24 | Page | 6 of 6 |

