



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

May 25, 2021

**REGIONAL MEMORANDUM**

No. **000280**, s. 2021

**REITERATION OF REGIONAL MEMORANDUM NO. 279 s. 2019**  
**RE: INSTITUTIONALIZATION OF THE CONDUCT OF THE UNIFIED NUMERACY TEST**

To: Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD), reiterates the need to conduct the Unified Numeracy Test which has been institutionalized through Regional Memorandum No. 279, s. 2019 to identified Grades 1 to 10 learners in all the schools divisions when the situation allows.
2. To ensure the safety of the learners and provide flexibility to the administration of the Unified Numeracy Test during the pandemic, the test shall be administered using a Learning Activity Sheet (LAS) which shall be facilitated by the parents or any qualified family member.
3. To provide guidance on this activity, enclosed are the enhanced guidelines in the administration of the Unified Numeracy Test.
4. Immediate dissemination of and compliance with this Memorandum are desired.

  
**MA. GEMMA MERCADO LEDESMA**  
Regional Director

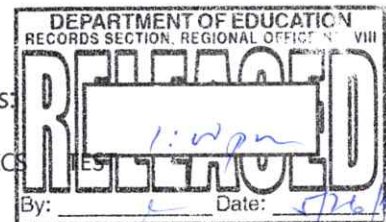
Enclosures: Guidelines

References: RM 279 s. 2019

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

BASIC NUMERACY OPERATIONS LEARNERS MATHEMATICS

CLMD-SSC





Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

Enclosure A \_\_\_ to Regional Memorandum 000280 s. 2021 : General Guidelines

**GENERAL GUIDELINES ON THE ADMINISTRATION OF THE  
UNIFIED NUMERACY TEST**

**I. RATIONALE**

The Department of Education aims to develop learners who are numerates and who can apply numeracy skills for various purposes. To achieve this, critical thinking and problem solving need to be emphasized in the teaching of Mathematics as well in the design of assessment tools.

Since numeracy skills are the foundation towards learning of all mathematical competencies across grade levels, the need to assess how much of it are already in the learners is of prime importance.

To help Mathematics teachers and curriculum implementers get an idea about the numeracy skills and levels of their learners in the four mathematical fundamental operations, the DepEd Regional Office VIII, through the Curriculum Learning and Management Division, and in partnership with the different Schools Division Offices, developed a regional numeracy test which was first administered to the learners in June 2019.

**II. DESCRIPTION**

The Regional Unified Numeracy Test is intended for Grades 3 to Grade 10 learners in all public and private schools in DepEd Region VIII. It is designed to measure the learners' competencies on the four fundamental operations in Mathematics (Addition, Subtraction, Multiplication and Division). In this test, Grade 3 learners are required to answer a 10-item numeracy test in 10 minutes while Grades 4 to 6 learners are given 15 minutes to answer a 12-item numeracy test. In Junior High School, learners are only be given 12 minutes in answering a 12-item numeracy test.

The numeracy test is not intended as a diagnostic test, a formative test, nor a summative test but designed to determine the mastery level of the learners on the four fundamental operations.



### III. NUMERACY TEST SCHEDULE

- **Pre-test: Last week of the month after the OPENING of Classes**
- **Post-test: After the quarterly examination for those who are identified as Non-numerates**

### IV. ADMINISTRATION OF THE UNIFIED NUMERACY TEST- Roles of person responsible or involved.

1. The School Head or Mathematics Coordinator must conduct an orientation prior to the actual administration of the numeracy test.
2. The Mathematics Teacher shall administer the numeracy test to all learners in Grade 3 (Key Stage 1), Grades 4 to 6 (Key Stage 2) and Grades 7 to 10 (Key Stage 3) as scheduled. Senior High School learners may be given the same test that was administered to Junior High School learners.
3. The teacher administering the test shall strictly follow the time allotment and shall observe the confidentiality of test materials. However, in cases where a face-to-face administration is impossible, the test shall be administered through a Learner Activity Sheet (LAS) to be facilitated by any family member indicating the time started and time ended signed by the facilitator.
4. Upon receipt of the accomplished LAS, the teacher shall immediately check, record, and interpret the result of the numeracy test as indicated in the template.
5. Test papers shall be kept by the teacher for the validation of the Division Focal Person.
6. The School Mathematics Coordinator or the School Head shall keep custody of the numeracy tool.
7. The results shall be reflected in the quarterly School Data Gathering Tool (SDGT) which shall provide inputs for the School-Based Management (SBM) level of practice of the school. These results shall further be used as basis for validation and intervention (e.g., SLAC, Action Research, and School Banner Project).
8. The teacher shall administer the next round of test only to the identified non-numerates. Priority for the interventions is the identified non-numerates.
9. Learners or takers are not allowed to use cellphones, calculators, and any gadgets.
10. For the next school year and thereafter, the following shall be observed:
  - 10.1 All Grades 1 to 3, 4 to 6, 7 to 10 learners will take the numeracy test.**
  - 10.2 For Grade 1 only Addition test item numbers must be given, Grade 2 test items in Addition and Subtraction only, and for Grade 3 the complete set of test items the four basic operations.**

### III. NUMERACY TEST SCHEDULE

- **Pre-test: Last week of the month after the OPENING of Classes**
- **Post-test: After the quarterly examination for those who are identified as Non-numerates**

### IV. ADMINISTRATION OF THE UNIFIED NUMERACY TEST -Roles of person responsible or involved.

1. The School Head or Mathematics Coordinator must conduct an orientation prior to the actual administration of the numeracy test.
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8. The teacher shall administer the next round of test only to the identified non-numerates. Priority for the interventions is the identified non-numerates.
9. Learners or takers are not allowed to use cellphones, calculators, and any gadgets.
10. For the next school year and thereafter, the following shall be observed:
  - 10.1 **All Grades 3,4, and 7 learners will take the numeracy test.**
  - 10.2 **For Grade 1 only Addition test item numbers must be given, Grade 2 test items in Addition and Subtraction only, and for Grade 3 the complete set of test items.**

**10.3 Quarterly test for those identified as non-numerate in all grade level.**

**10.4 Transferees, repeaters, and “balik-aral” learners and those without numeracy records shall also take the test.**

11. At the end of the school year, the teacher shall turn over the results of the numeracy test to the School Head.

**V. INTERPRETATION OF THE NUMERACY TEST RESULT**

<b>Descripti on</b>	<b>Interpretation</b>		<b>REMARKS</b>	<b>Classified as</b>
<b>PERFECT SCORE</b>	IF THE LEARNER GOT CORRECT ANSWERS IN THE 4 SUB-TESTS (Addition, Subtraction, Multiplication and Division)	HIGHLY NUMERATES	no need for intervention	Numerate
<b>NOT PERFECT SCORE</b>	IF THE LEARNER GOT ONE (1) OR MORE MISTAKES IN IN ANY OF THE 4 SUB-TESTS	MODERATELY NUMERATES	provide enrichment in area of the sub-tests which incurred mistake(s)	Numerate
<b>ZERO SCORE</b>	IF THE LEARNER GOT A SCORE OF ZERO IN ANY OF THE 4 SUB-TESTS	NON-NUMERATE	provide intervention	Non-Numerate

**VI. MONITORING AND EVALUATION**

The CID Chiefs, Division Mathematics Supervisors, District Supervisors, and other concerned personnel on M and E, shall be responsible in the monitoring and evaluation of the conduct of the unified numeracy test. For the consistency and uniformity of submission, attached herein are the templates to be used by the teacher (FORM 1 A and B), School Head (FORM 2) and District Supervisors (FORM 3) and for EPSs (FORM 4).

The Division Mathematics EPSs shall be responsible to collect and consolidate data from the District Supervisors and shall submit data quarterly to the Regional Office Focal Person.

**FORM 1-A : For Teacher Use**

**DIVISION :** \_\_\_\_\_  
**SCHOOL :** \_\_\_\_\_  
**GRADE LEVEL:** \_\_\_\_\_ **SECTION :** \_\_\_\_\_  
**TEACHER:** \_\_\_\_\_ **Male:** \_\_\_\_\_ **Female:** \_\_\_\_\_  
**DATE :** \_\_\_\_\_  
**PRETEST:** \_\_\_\_\_ **POSTTEST:** \_\_\_\_\_

**STUDENTS' NUMERACY PROFILE**  
**SY:** \_\_\_\_\_

No.	Name	SCORE/S				Interpretation	Remarks
		Addition	Subtraction	Multiplication	Division		
1.	xx	4	4	4	4	HN	No need of intervention
2.	xxx	4	4	3	2	MN	Need Enrichment
3.	xxxx	4	4	2	0	Non-Numerate	Need Intervention
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

Prepared by :

\_\_\_\_\_  
**Mathematics Teacher**

Noted :

\_\_\_\_\_  
**School Head**

**FORM 1-B : For Teacher Use**

**DIVISION :** \_\_\_\_\_  
**SCHOOL :** \_\_\_\_\_  
**GRADE LEVEL:** \_\_\_\_\_ **SECTION :** \_\_\_\_\_  
**TEACHER:** \_\_\_\_\_ **Male:** \_\_\_\_\_ **Female:** \_\_\_\_\_  
**DATE :** \_\_\_\_\_  
**PRETEST:** \_\_\_\_\_ **POSTTEST:** \_\_\_\_\_

**SUMMARY OF STUDENTS' NUMERACY PROFILE**  
**SY: \_\_\_\_\_**

Section	NO. OF ENROLMENT		HIGHLY NUMERATE (HN)		MODERATELY NUMERATE		NON-NUMERATE	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
<b>A</b>								
<b>B</b>								
<b>C</b>								
<b>D</b>								
<b>E</b>								
<b>F</b>								
<b>TOTAL</b>								

**Prepared by :**

\_\_\_\_\_  
**Mathematics Teacher**

**NOTED :**

\_\_\_\_\_  
**School Head**

**FORM 2 : For School Head Use**

**DIVISION :** \_\_\_\_\_

**SCHOOL :** \_\_\_\_\_

**DATE :** \_\_\_\_\_

**PRETEST:** \_\_\_\_\_ **POSTTEST:** \_\_\_\_\_

**CONSOLIDATED SUMMARY OF STUDENTS' NUMERACY PROFILE**  
**SY: \_\_\_\_\_**

TEACHERS' NAME	NO. OF ENROLMENT		HIGHLY NUMERATE (HN)		MODERATELY NUMERATE		NON-NUMERATE	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
X	10	16	5	10	3	5	2	1
XX								
XXX								
<b>TOTAL</b>								

**Prepared by :**

\_\_\_\_\_  
**School Head**

**Noted :**

\_\_\_\_\_  
**District Supervisor**



**FORM 3 : For District Supervisor Use**

**DIVISION :** \_\_\_\_\_

**DATE :** \_\_\_\_\_

**PRETEST:** \_\_\_\_\_ **POSTTEST:** \_\_\_\_\_

**CONSOLIDATED SUMMARY OF SCHOOLS' NUMERACY PROFILE**  
**SY: \_\_\_\_\_**

SCHOOLS	NO. OF ENROLMENT		HIGHLY NUMERATE (HN)		MODERATELY NUMERATE		NON-NUMERATE	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
<b>A</b>								
<b>B</b>								
<b>C</b>								
<b>D</b>								
<b>E</b>								
<b>F</b>								
<b>TOTAL</b>								

**PREPARED BY:**

\_\_\_\_\_  
**DISTRICT SUPERVISOR**

**NOTED :**

\_\_\_\_\_  
**DIVISION FOCAL PERSON/EPS**

**FORM 4 : For Division EPSs Use**

**DIVISION :** \_\_\_\_\_

**DATE :** \_\_\_\_\_

**PRETEST:** \_\_\_\_\_ **POSTTEST:** \_\_\_\_\_

**CONSOLIDATED SUMMARY OF DISTRICTS' NUMERACY PROFILE  
SY: \_\_\_\_\_**

DISTRICTS	NO. OF ENROLMENT		HIGHLY NUMERATE (HN)		MODERATELY NUMERATE		NON-NUMERATE	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
I								
II								
III								
IV								
V								
VI								
<b>TOTAL</b>								

**PREPARED BY :**

\_\_\_\_\_  
Div. Focal Person

**Noted :**

\_\_\_\_\_  
CID, Chief