November 10, 2026

REGIONAL MEMORANDUM
No. 1503 s.2026

RESUMPTION OF THE ADMINISTRATION OF THE GRADE 10 COMPUTER-BASED NATIONAL CAREER ASSESSMENT EXAMINATION (CB-NCAE) FOR SCHOOL YEAR 2026-2027

To: Schools Division Superintendents
Division Testing Coordinators
School Heads
All Others Concerned

1. Pursuant to Advisory No. 30, s. 2026 of the Bureau of Education Assessment (BEA), titled *"Resumption of the Technical Assessment for the Computer-Based National Career Assessment Examination (CB-NCAE) for School Year 2026-2027,"* this Office, through the Curriculum and Learning Management Division (CLMD), announces the resumption of Grade 10 CB-NCAE in DepEd Region VIII from **November 10, 2026 – December 4, 2026**.

2. The NCAE is designed to provide career guidance to individual Grade 10 learners for their future educational and career choices and to serve as a basis for profiling learners' aptitude, which covers the following domains: General Scholastic Aptitude (GSA) and Career and Occupational Roles Explorer (CORE).

3. The testing window for Region VIII shall consist of two (2) daily sessions, detailed as follows:

a. Morning Session: 7:00 a.m. to 11:00 a.m.;
b. Afternoon Session: 12:30 p.m. to 4:30 p.m.;
c. Daily Maximum: A maximum of 5,000 test takers per session, or a total of 10,000 test takers per day.

4. All Division Testing Coordinators (DTCs) are requested to share the schedules in their respective divisions through the link provided below:

https://tinyurl.com/G10-CBNCAE-26-27

5. The Division Testing Coordinators (DTCs) shall ensure that all schools strictly adhere to their assigned testing schedules, whether in the morning or afternoon session, as indicated in the approved schedule.

6. School Heads of the assessed schools shall accomplish Form 5: CBNCAE Evaluation Form (Enclosure A) and submit the duly completed form to the DTC.

7. DTCs shall accomplish and submit the completed Form 6: Monitoring Form (Enclosure B) to the Regional Testing Coordinator (RTC) upon completion of the CB-NCAE administration in all schools within their respective divisions.

8. Expenses relative to the conduct of the CB-NCAE, including the travel and incidental expenses of authorized monitors, shall be charged against the Program Support Fund (PSF) for the Administration of Various Computer-Based National Assessments, covered by SARO No. OSEC-8-26-05526 and downloaded to the Schools Division Offices (SDOs).

9. All expenditures shall be subject to existing accounting and auditing rules and regulations.

10. For more information or clarification, contact **Glendale B. Lamiseria**, Education Program Supervisor of the Curriculum and Learning Management Division (CLMD) at **glendale.lamiseria@deped.gov.ph.**

11. Immediate dissemination of and strict compliance with this Memorandum are desired.

SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director

DEPARTMENT OF EDU
1507
11.16.24

Enclosures: Form 5: CBNCAE Evaluation Form
Form 6: Monitoring Form
References: As Stated
To be indicated in the Perpetual Index under the following subjects:

ASSESSMENT EXAMINATIONS JUNIOR HIGH SCHOOL

CLMD-GBL

Enclosure A to Regional Memorandum No. 1503 s. 2026

2026_CB-NCAE Form 5: Evaluation Form

FORM 5: EVALUATION FORM (PDF TEMPLATE)

NCAE Computer-Based Evaluation Form

- **Introduction:** This form serves as the official record on the conduct of the Computer-based National Career Assessment Examination (CB-NCAE) at the school level.
- **Objective:** To document the actual attendance of examinees, technical sufficiency of computer units during the assessment and suitability of the testing environment.
- **Purpose:** The collected data will be used by the Division Testing Coordinator (DTC) to generate the Form 5: Consolidated Division Report for the Bureau of Education Assessment (BEA).

Respondent: Test Administrator/ School Head
Frequency: One form per testing center/school

Section 1: Testing Center Identification

- Region: _____
- Division: _____
- Name of Testing Center (School Name): _____
- School ID: _____ (*Must match the School Header*)

Section 2. Schedule of Administration:

- Original scheduled dates: _____
- Actual dates conducted: _____
- Duration (No. of days): _____
- Were any delays encountered? (Yes/No):_____
- Reason of delays: _____
  _____

Section 3: Testing Room Profile

- Number of Batches Conducted Per Day: [ ] 1 [ ] 2
- Total Testing Rooms Used: _____
- Total Functional Devises Used: _____
  - Number of desktop computer used: _____
  - Number of laptops used: _____
  - Number of tablets used: _____
  - Number of personal devices used: _____

2026_CB-NCAE Form 5: Evaluation Form

Section 4: Testing Environment Assessment

Directions: Assess the physical conditions of the computer laboratories/testing rooms.

Indicators	Evident	Not Evident	Remarks
1. Ventilation: Is the testing room cool and well-ventilated to prevent equipment overheating?			
2. Lighting: Is the room adequately lit and free of monitor glare/reflections?			
3. Noise: Is the testing room quiet and free of distracting noise?			
4. Workstation Layout: Is the arrangement of devices/units appropriate to ensure examinee privacy and prevent unauthorized viewing of screens?			
5. Signage: Is the "Testing in Progress" sign clearly posted at the building/room entrance?			
6. Directional Signs: Are there clear signs leading to the testing rooms and restrooms?			
7. Safety: Is the testing room free from hazards (e.g., exposed or loose electrical wiring)?			
8. Cleanliness: Is the testing area clean and free of unnecessary wall displays?			

Section 6: Attendance Data

	Male	Female	Total
Number of Expected Examinees			
Number of Actual Examinees			
Number of Absentees *(Write "0" if all are present)*			

2026_CB-NCAE Form 5: Evaluation Form

Section 5: Pre-Test Technical Setup

System Diagnostics: Did you run the required system diagnostic check on all computer units in this room? [ ]Yes [ ]No

Peripherals Check: Are all mice, keyboards, and screens functioning? [ ]Yes [ ]No

Sanitation: Were workstations sanitized prior to this batch? [ ]Yes [ ]No

Section 7: Computer-Based Administration (Technical)

- **Did any devices freeze/crash during the test?** [ ]Yes [ ]No
  - **If YES, how many units?**
    - Number of desktop computer: _____
    - Number of laptops: _____
    - Number of tablets: _____
    - Number of personal devices: _____
- **Did the internet connection fail at any point?** [ ]Yes [ ]No
- **Did an electricity interruption (blackout or brownout) occur during the test?** [ ]Yes [ ]No

Section 8: Challenges Encountered & Solutions

Directions: Document specific incidents that occurred inside your testing room.

- **Challenge Encountered:** (e.g., "Student at Terminal 5 was logged out automatically.")

  _____
  _____
  _____

- **Solution/Action Taken:** (e.g., "Refreshed browser, student resumed testing.")

  _____
  _____
  _____

- **Outcome:** [ ]Resolved [ ]Not Resolved

2026_CB-NCAE Form 5: Evaluation Form

Section 9: RECOMMENDATIONS

Directions: Based on your experience, what specific changes do you suggest to improve future computer-based assessments? Focus on infrastructure, scheduling, or guidelines.

_____
_____
_____
_____
_____

Section 10: Certification

- **Attestation:** I certify that the attendance numbers above are accurate and ready for consolidation.

- Signature Over Printed Name: _____
- Date: _____

Enclosure B to Regional Memorandum No. _____ s. 2026

2025_CB-NCAE Form 6: Monitoring Form

FORM 6: MONITORING FORM (PDF TEMPLATE)

NCAE Computer-Based Monitoring Form

- **Introduction:** This form is the official tool used by the Division Testing Coordinator (DTC) to report on the quality of test administration across all monitored testing centers within the Division.
- **Objective:** To present an overall assessment of the Division's compliance with standardized computer-based testing protocols and national security measures.
- **Purpose:** To provide the Regional Testing Coordinator (RTC) with the primary consolidated evidence needed to verify the integrity and technical success of the assessment across the region.

Respondent: Division Testing Coordinator (DTC)
Frequency: One submission per Division (Summary of the entire Division)

Section 1 – Division Information

- Region: _____
- Division: _____
- Complete Name of Test Monitor: _____
- Date of Visit/s: _____

Section 2 - Aggregate Compliance Checklist
Directions: Based on all schools visited, indicate the general level of compliance.

Technical Readiness:

- [ ] All testing centers monitored successfully ran system diagnostics.
- [ ] Most testing centers had fully functional peripherals (mice/keyboards).
- [ ] Contingency plans (backup power/offline mode) were evident.

- **Physical Environment:**
  - [ ] Most testing centers had adequate ventilation and lighting.
  - [ ] Privacy partitions or sufficient spacing were consistently implemented.
- **Security & Process:**
  - [ ] Standard gadget collection protocols were followed in all testing centers.
  - [ ] Proctors were observed to be active and attentive division-wide.

- **Observations/Irregularities/Remarks:**_____
  _____
  _____

2025_CB-NCAE Form 6: Monitoring Form

Section 3 - Division-Wide Test Monitor's Ratings

Directions: Rate the testing center on a scale of 1 to 5 based on the rubrics below.

CRITERIA	RATING (1-5)	REMARKS / JUSTIFICATION
A. Technical Readiness		*(e.g., "Internet was slow, 2 units crashed")*
B. Admin Compliance		*(e.g., "Proctors were attentive, phones secured")*
C. OVERALL RATING		*(Average of A and B)*

Criterion A: Technical Readiness & Stability

Focus: Hardware, Internet, Power, System Diagnostics, Data Submission

- 5 (Excellent): 100% smooth. No interruptions. Diagnostics passed. Fast submission.
- 4 (Very Satisfactory): Minor glitches (1-2 units) resolved instantly. No delay.
- 3 (Satisfactory): Intermittent lag or crashes, but all examinees completed and submitted the test.
- 2 (Poor): Significant delays. Power/Internet failure required shifting to offline mode or caused major stress.
- 1 (Critical Failure): Test cancellation, inability to submit data, or insufficient units for examinees.

Criterion B: Administrative Compliance & Security

Focus: Proctor behavior, Mobile phone confiscation, Testing environment, Schedule

- 5 (Excellent): Strict adherence to DO 55 s. 2016. Phones confiscated. Proctors are active. Quiet room.
- 4 (Very Satisfactory): General compliance. Minor lapses (e.g., Signage placement, seating arrangement) that didn't affect integrity.
- 3 (Satisfactory): Compliance evident but passive. Proctors chatting or not patrolling actively. Noise distractions.
- 2 (Poor): Security lapses (e.g., Examinees holding phones). Proctors are unfamiliar with guidelines.
- 1 (Critical Failure): Cheating incidents, leakage of test items, or unauthorized personnel inside the room.

2026_CB-NCAE Form 6: Monitoring Form

Section 4 - Challenges and Solutions

Directions: Briefly describe the most significant challenges encountered during your test monitoring and how they were addressed at the division level.

- **Major Challenges Observed:**_____
  _____
  _____
  _____
- **Solutions/Interventions Provided:**_____
  _____
  _____
  _____

Section 5 - Recommendations

Directions: Provide high-level suggestions for future computer-based national assessments. These should focus on systemic improvements for the Division or Central Office.

_____
_____
_____
_____
_____

Section 6: Certification

- **Attestation:** I certify that the attendance numbers above are accurate and ready for consolidation.

- Signature Over Printed Name: _____
- Date: _____