



January 9, 2023

Division Memorandum
No. 014 s. 2022

**GUIDELINES ON THE CONDUCT OF DIVISION INITIATED MOCK EXAM
FOR GRADE 12**

To: Directors/Presidents of Private Schools
Public Schools District Supervisors
School Heads of Public and Private Senior High Schools
Senior High School Teachers
All Others Concerned
This Division

1. The field is hereby informed of the conduct a **Division Initiated Mock Exam** for Grade 12 on **January 11, 12 and 13, 2023** to all public and private senior high schools of the division.
2. The following are the terms of reference of the persons involved in the conduct of the Mock Exam:

A. Education Program Supervisors:

- Prepare the table of specification, test questionnaires and key answers of the learning areas assigned to them.
- Monitor the conduct of the SHS mock examination

B. Learning Resource Manager:

- Compile all the test materials and distribute the soft copies to the district testing coordinators

C. Public District Supervisors:

- Assign chief examiners and room examiners for the different senior high schools in the district.
- Facilitate the printing and reproduction of test materials and answer sheets
- Facilitate the district consolidation of the MPS per learning area

D. District Testing Coordinators:

- Distribute the test materials and answer sheets to chief examiners
- Gather, collect, and consolidate the MPS of the schools per learning area

E. Chief Examiners: these are the school heads of senior high schools of both public and private schools. They must be retained in their schools.

- Receive test materials from the district testing coordinators and distribute the test materials to room examiners on the day of the examination.

F. Room Examiners- these are school heads of elementary level

- Receive the test materials from the chief examiner
- administer the tests to all grade 12 learners
- facilitate the checking of answer sheets of learners





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- compute the MPS and submit to chief examiners
- retain the

3. The learning areas to be tested with number of items and time allocation are as follow:

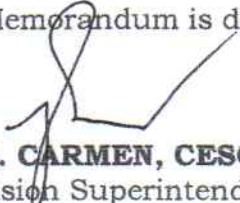
Learning Areas	Number of Items	Time Limit	Time allocation
Day 1- January 11, 2023		Minutes	
MORNING SESSION			
General Math	50	60	8:30- 9:30
Statistics and Probability	50	60	9:30- 10:30
Break		15	10:30- 10:45
Pagbasa at Pagsuri ng Iba't ibang Teksto	50	60	10:45- 11:45
AFTERNOON SESSION			
Komunikasyon at Pananaliksik	50	60	1:00- 2:00
Understanding Culture, Society and Politics	50	60	2:00- 3:00
Break		15	3:00-3:15
Media and Information Literacy	50	60	3:15- 4:15
Day 2- January 12, 2023			
MORNING SESSION			
Oral Communication	50	60	8:30- 9:30
Reading and Writing	50	60	9:30- 10:30
Break		15	10:30- 10:45
21 st Century Literature	50	60	10:45- 11:45
AFTERNOON SESSION			
Intro to Philosophy	50	60	1:00- 2:00
Personality Development	50	60	2:00- 3:00
Break		15	3:00-3:15
Contemporary Philippine Arts	50	60	3:15- 4:15
Day 3- January 13, 2023			
MORNING SESSION			
Earth Science	50	60	8:30- 9:30
Physical Science	50	60	9:30- 10:30
Break		15	10:30- 10:45
Earth and Life Science	50	60	10:45- 11:45
AFTERNOON SESSION			
Disaster Readiness and Risk	50	60	1:00- 2:00
Physical Education	50	60	2:00- 3:00





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4. The school shall prepare a list (2 copies) of all Grade 12 students in alphabetical order of surnames regardless of sex, specialization and strand. One copy will be posted at the door of the testing room while the other copy will be given to the room examiner.
5. The seating arrangement shall be the same as the conduct of NAT where only 30 examinees per testing room will be accommodated based on the list of examinees.
6. Immediate and widest dissemination of this Memorandum is desired.


JOSITA B. CARMEN, CESO V
Schools Division Superintendent

Enclosure: As stated

To be indicated in the PERPETUAL INDEX under the following subjects:

GUIDELINES DIVISION INITIATED MOCK EXAM GRADE 12

IGA/DM- Guidelines on the Conduct of Division Initiated Mock Exam for Grade 12 learners

014 /January 9, 2023

