



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION
SCHOOLS DIVISION OF SAGAY CITY

DIVISION MEMORANDUM

No. 012 s., 2026

JAN 07 2026

ADMINISTRATION OF THE COMPUTER-BASED NATIONAL CAREER ASSESSMENT EXAMINATION (CB-NCAE) FOR SCHOOL YEAR 2025-2026

To: Assist. Schools Division Superintendent
Chiefs of CID & SGOD
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All others concerned

1. Pursuant to DepEd Memorandum No. 108, s. 2025 titled "Administration of the Computer-Based National Assessment Examination (CB-NCAE) for School Year 2025-2026", the Schools Division Office of Sagay City through the School Management Monitoring and Evaluation (SMME) Unit, will administer the **Computer-Based National Career Assessment Examination** from **January 19-30, 2026**.
2. The NCAE is designed to provide career guidance to individual learners for their future educational and career choices and basis for profiling learners' aptitude which covers the following domains: General Scholastic Aptitude (GSA), and Career and Occupational Roles Explorer (CORE). The GSA covers Abstract Reasoning, Logical Reasoning, Mechanical Reasoning, Numerical Reasoning, Spatial Reasoning, Verbal Reasoning (English and Filipino), and Perceptual Accuracy and Response Efficiency (PARE). The CORE covers CORE-A (RIASEC) and CORE-B (Thurstone Model), which is an inventory of occupational interest that provides assessment on inclinations/preferences for comprehensive career guidance.
3. To ensure adequate preparedness and familiarity with the testing procedures, participating schools are directed to use the platform walkthrough prior to the schedule of the test administration to be provided by the SMME unit.
4. The SMME unit will conduct a **Division Orientation** on **January 13, 2026** from 8:00 am-12:00 noon at Sagay National High School Covered Court. This aims to inform School Heads and other Testing personnel with the assessment guidelines, testing protocols, and roles and responsibilities of all personnel involved. The list of participants for the orientation are found in Enclosure 1.
5. School Heads, as the chief examiners, shall submit an Oath of Confidentiality to the Division Office and conduct a School-based Orientation for their School Testing Coordinators and Room Examiners.
6. Transportation, Orientation expenses, and Examination day subsidy of the Division Testing Coordinator, Support Staff, School Heads, and other testing personnel shall be charged against the NASBE Program Support Funds (PSF), while the meals of the Room Examiners and testing materials for the learners are chargeable against the School MOOE subject to the usual accounting and auditing rules and regulations.
7. The Division Field Technical Assistance Team (DFTAT) will monitor and oversee the conduct of CB-NCAE to ensure smooth implementation and adherence to the established guidelines. They are also responsible for resolving any issues or concerns that may arise during the testing period.





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8. It is understood that in the conduct of this activity, there shall be no discrimination of participants on account of age, school, gender, civil status, disability, religion, or other similar factors/personal circumstances that run counter to the principles of equal opportunity.

9. Immediate and widest dissemination of this Memorandum is desired.


DANNIE CLARK M. UGUIL
OIC- Schools Division Superintendent



Number of pages including this document:

Encl: None

References: DO 007, s. 2024, Regional Memorandum No. 216, s. 2025, Division Memorandum No. 206, s. 2025,

To be indicated in the perpetual index

Under the following subjects:

ASSESSMENT

MONITORING

SGOD/M&E