



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF PAMPANGA

December 9, 2025

DIVISION MEMORANDUM

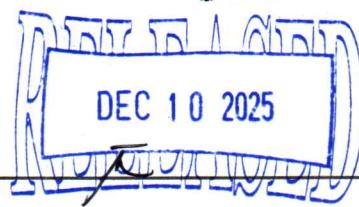
No. 792, s. 2025

**COORDINATION MEETING OF CLUSTER ICT COORDINATORS ON THE
PREPARATION OF COMPUTER LABORATORIES FOR THE COMPUTER-BASED
NATIONAL CAREER ASSESSMENT EXAMINATION FOR SY 2025-2026**

To: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public Secondary School Heads
Cluster and School ICT Coordinators of Public Secondary Schools
Others Concerned

1. This Office, through the Information and Communications Technology Unit (ICTU), announces the conduct of an **online coordination meeting of Cluster ICT Coordinators on the preparation of computer laboratories for the Computer-Based National Career Assessment Examination (CB-NCAE) for SY 2025-2026** on December 12, 2025, from 9:00 AM to 11:00 AM via Microsoft Teams.
2. The agenda of the said activity are as follows:
 - Assessment of the readiness of the computer/laptop units to be used for the CB-NCAE.
 - Re-orientation on the verification of learners' accounts through their school admin portal.
 - Discussion on the data needed to be encoded in the CB-NCAE Form 2.
 - Discussion of other relevant matters.
3. Participants are the ICT Coordinators of public secondary schools and Cluster ICT Coordinators.
4. The meeting link will be sent through the official group chat of ICT Coordinators.
5. Immediate and wide dissemination of this Memorandum to all concerned is earnestly desired.

65614



ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

Page 1 of 1



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
Telephone No.: (045) 435-2728; (045) 435-7404
Email Address: pampanga@deped.gov.ph
Website: www.depedpampanga.ph