



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

December 9, 2025

DIVISION MEMORANDUM
No. 804, s. 2025

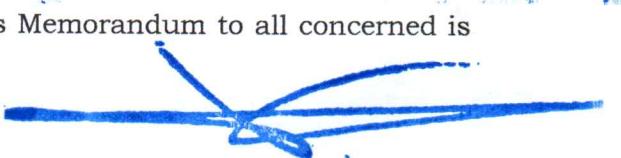
**COORDINATION MEETING OF PRIVATE SCHOOLS ON THE PREPARATION OF
THE TECHNICAL REQUIREMENTS FOR THE COMPUTER-BASED NATIONAL
CAREER ASSESSMENT EXAMINATION (CB-NCAE) SY 2025-2026**

To: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Testing Coordinators of Private Schools
ICT Coordinators of Private Schools
Others Concerned

1. This Office, through the Information and Communications Technology Unit (ICTU), announces the conduct of an **online coordination meeting of Private Schools on the preparation of the technical requirements for the Computer-Based National Career Assessment Examination (CB-NCAE) for SY 2025-2026** on December 17, 2025, from 1:00 PM to 3:00 PM via Microsoft Teams.
2. The agenda of the said activity are as follows:
 - Orientation on the installation of the Safe Exam Browser.
 - Discussion on the data needed in the CB-NCAE Form 2 (URF).
 - Assessment on the readiness of computer units to be used in the conduct of the CB-NCAE
 - Other relevant concerns
3. Participants are the ICT Coordinators and Testing Coordinators of private schools participating in the CB-NCAE.
4. The meeting link will be sent through their group chat.
5. Immediate and wide dissemination of this Memorandum to all concerned is earnestly desired.

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

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