



Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Arch. Gabriel M. Reyes St., Kalibo, Aklan



July 2, 2018

To: Chief Education Supervisors
Public Schools District Supervisors
Principals/Head Teacher In-Charge of the District
School Heads Concerned

Dear Sirs/Mesdames:

Greetings!

Please find attached letter of the Civil Service Commission (CSC) Field Office-Aklan re: conduct of the Career Service Examination Pen-and-Paper Test (CSE-PPT) for the Professional and Subprofessional Levels in Kalibo, Aklan on August 12, 2018.

This office has approved the request contained therein so that all teaching and non-teaching personnel concerned are hereby advised to extend the usual courtesy to CSC personnel who will coordinate on this activity.

For your information, guidance and compliance.

Very truly yours,

Dr. SALVADOR O. OCHAVO, JR., CESO VI
Schools Division Superintendent

DIVISION LETTER

No. 117, s. 2018

"May katawhayan ag kalipayan sa among mga escuelahan."

CSCaklan/LTR/2018-06-002
 June 22, 2018

Dr. SALVADOR O. OCHAVO
 Schools Division Superintendent
 Department of Education
 Division of Aklan
 Kalibo, Aklan

Dear Schools Division Superintendent Ochavo:

This Office will administer the only schedule for this year of the **Career Service Examination Pen-and-Paper Test (CSE-PPT) for the Professional and Subprofessional Levels in Kalibo, Aklan on August 12, 2018.**

In order to accommodate the more than three thousand examinees for this schedule, our Office will be utilizing five (5) schools under your jurisdiction. For this purpose, please allow us to use the following schools:


School Name	No. of Rooms to be Used
Kalibo Pilot Elementary School (KPES)	45 rooms and 1 Control Room
Kalibo Elementary School (KES)-I	22 rooms and 1 Control Room
New Buswang Elementary School (NBES)	20 rooms and 1 Control Room
Aklan National High School for Arts and Trades (ANHSAT)	32 rooms and 1 Control Room
Kalibo Integrated Special Education Center (KISEC)	19 rooms and 1 Control Room

In administering the exam, this Office will also tap the services of teachers and non-teaching personnel of DepEd-Aklan to serve as examination personnel. In view of this, please allow these personnel to serve in the administration of the test on August 12, 2018. DepEd personnel who will serve in this exam will be properly notified through a letter to be issued by this Office.

Likewise, a briefing/orientation of their duties and responsibilities is scheduled on **August 07, 2018, Tuesday at the Function Hall of Aklan State University-Kalibo Campus Cafeteria, Kalibo, Aklan.** For this reason, we further request your office that DepEd personnel given an assignment to serve in the exam be allowed to attend the briefing.

Thank you very much for your steadfast support to this Office in the exercise of our constitutional mandate.

Very truly yours,



EVELYN M. EJARA
 Director II

Cc: **Mr. Allan S. Reloto**
 School Principal II
 Kalibo Pilot Elementary School

Mr. Richard L. Flores
 School Principal II
 Aklan National High School for Arts and Trades

Ms. Wilma Werigine M. Villa
 School Principal II
 Kalibo Integrated SPED Center

Ms. Abe Joy S. Isaran
 School Principal I
 Kalibo Elementary School-I

Ms. Honey Lynn A. Trias
 School Principal II
 New Buswang Elementary School

Bawat Kawani, Lingkod Bayani