



July 30, 2019

**DIVISION MEMORANDUM**

No. 463, s. 2019

**ADMINISTRATION AND SUBMISSION OF RESULTS OF THE EARLY GRADE  
MATHEMATICS ASSESSMENT TOOL (EGMAT)**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary School Heads  
District Elementary Mathematics Coordinators  
All Others Concerned

1. Attached is Regional Memorandum No. 0387 series of 2019 entitled "*Administration and Submission of Results of the RO7-Early Grade Mathematics Assessment Tool (RO7-EGMAT)*" which is self-explanatory.
2. Public Schools District Supervisors/District In-Charge and District Mathematics coordinators are directed to closely monitor the EGMAT administration and facilitate the submission of results in strict compliance with the said memorandum.
3. Immediate and wide dissemination of this Memorandum is desired.

**WILFREDA D. BONGALOS, Ph.D. CESO V**  
Schools Division Superintendent

7/30/19



REPUBLIKA NG PILIPINAS  
 REPUBLIC OF THE PHILIPPINES  
 KAGAWARAN NG EDUKASYON  
 DEPARTMENT OF EDUCATION  
**REHIYON VII, GITNANG VISAYAS**  
 REGION VII, CENTRAL VISAYAS  
 Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM  
 No. 0387, s. 2019

0:7/29/19 JUL 23 2019


**Administration and Submission of Results of the RO7-Early Grade Mathematics Assessment Tool (RO7-EGMAT)**

To: Schools Division Superintendents

1. This Office, through the Curriculum and Learning Management Division (CLMD), directs all schools to administer the contextualized Early Grade Mathematics Assessment utilizing the RO7-Early Grade Mathematics Assessment Tool (RO7-EGMAT)
2. The tool aims to measure the numeracy and mathematics skills of the early grade learners (Grades 1-3). The data generated from the assessment will be used as basis for intervention for the continuous improvement of both the teachers and learners. Likewise, results will also determine the needed support at the national, regional, division and district levels.
3. For proper guidance and reference of all concerned, enclosed are the following documents:

- Enclosure No. 1- Guidelines on the Utilization of RO7-EGMAT
- Enclosure No. 2- Administration of RO7-EGMAT Timeline
- Enclosure No. 3- Process Flow in the Submission of Results
- Enclosure No. 4- RO7-EGMAT Forms (1A, 1B, 2,3, 4A, 4B, 5A, 5B)
- Enclosure No. 5- Passing Score for each RO7-EGMA Task per Grade Level

4. For effective implementation, Guidelines on the Utilization of RO7-EGMAT shall be strictly observed.
5. All forms must be properly filled in, accomplished and submitted to the respective offices following the timeline.
6. Immediate dissemination of, and compliance with this Memorandum is directed.

  
**SALUSTIANO T. JIMENEZ, LIB., CESO V**  
 Assistant Regional Director  
 Officer-in-Charge  
 Office of the Regional Director

STJ/MJC/carj  
 CLMD 19

Office of the Director (ORDr), Tel. Nos.: (032) 231-1433, 231-1309; 414-7389; 414-7325. Office of the Assistant Director, Tel. Nos.: (032) 255-4542  
 Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323  
 Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. Nos.: (032) 255-5279  
 Education Support Services Division (ESSD), Tel. Nos.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;  
 414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7246; 414-7322; 414-4367  
 Finance Division, Tel. Nos.: (032) 254-2375; 253-8062; 414-7321

*"EKA 2015: Kawapatan ng Lahat, Pananagutan ng Lahat"*

Española 15 - 33, 2019  
 Misal y Pagpapalaganap ng  
 CARAVAN MEET 2019

## Guidelines on the Utilization of RO7-Early Grade Mathematics Assessment Tool (RO7-EGMAT)

### I. Rationale

Basic to functional numeracy is a strong foundation in Mathematics during early grades. Numeracy is the ability to reason and to apply simple numerical concepts. Being numerate means being able to reason with numbers and other Mathematical concepts to apply these in a range of contexts and to solve a variety of problems. However, the Department of Education Regional Office VII is challenged by the lack of solid information about student learning outcomes in Mathematics particularly in the early grades that are evidenced-based drawn from a contextualized assessment tool.

The DepEd RO7 – Early Grade Mathematics Assessment Tool (RO7-EGMAT) is an adaptation from DepEd Central Office EGMA Tool Kit, a product of the collaboration of many different countries of the international mathematics education community funded by the Research Triangle Institute (RTI) of the United States Agency for International Development (USAID). The RO7-EGMAT is an assessment intended for Grades One to Three Mathematics learners across region 7.

The tool aims to measure the numeracy and mathematics skills of the early grade learners. The data generated from the assessment will be used as basis for intervention for the continuous improvement of both the teachers and learners. Furthermore, results will also determine the needed support at the national, regional, division, and district levels.

### II. Scope

The scope of the guidelines shall cover all public schools, however, the participation of private schools which are duly accredited by any of the recognized accrediting agency under the umbrella of the Federation of Accrediting Agencies of the Philippines (FAAP) in Region 7 to the administration of the RO7-EGMAT is optional. There shall be at most 5 learners to be assessed by a trained assessor per day within the timeline.

### III. Definition of Terms

**Assessor-** is a DepEd personnel (teacher, school head or supervisor) who has been trained to administer EGMA following the standard procedures for test administration.

**EGMA-** Early Grade Mathematics Assessment is an assessment of early mathematics learning with an emphasis on numbers and basic operations.

**Numerates-** refer to the learners who pass the specific tasks required per grade level.

**Non-numerates-** refer to the learners who do not pass the specific tasks required per grade level.

**RO7-EGMAT-** is a contextualized instrument used to determine numerates and non-numerates.

February 13 - 25, 2019  
 DepEd Region 7 - Division Office - Marikina City  
 DepEd Region 7 - Division Office - Marikina City



DepEd Region 7 - Division Office - Marikina City  
 DepEd Region 7 - Division Office - Marikina City

**IV. Guiding Statement**

The Department of Education Region Office 7, hereby introduces these guidelines for uniform utilization of Early Grade Mathematics Assessment Tool (EGMAT) in schools across the region. This tool shall be orally administered to Grade 1 learners at the end of the school year while for Grades 2 and 3 shall be at the beginning and at end of the school year.

**V. Procedures**

For effective implementation on the utilization of the RO7-Early Grade Mathematics Assessment Tool, the following guidelines shall be strictly observed.

**1. Roles and Responsibilities**

**1.1 Regional Level**

- 1.1.1 Leads in the conduct of the Regional Training of Trainers on the utilization of RO7- Early Grade Mathematics Assessment Tool (RO7-EGMAT).
- 1.1.2 Provides technical assistance to the schools divisions to ensure strict compliance with the guidelines of EGMAT.
- 1.1.3 Makes sure that all schools divisions have the complete set of materials.
- 1.1.4 Conducts monitoring and evaluation on the implementation and utilization of the RO7- EGMAT.
- 1.1.5 Does other related works.

**1.2 Division Level/District Level**

- 1.2.1 Supervises the School Heads in the conduct of the orientation-workshop with the teachers on the administration of the RO-7 EGMAT.
- 1.2.2 Provides technical assistance and capacity building to schools in the utilization of the RO7-EGMAT.
- 1.2.3 Conducts monitoring and evaluation on the implementation of EGMAT to ensure appropriate provision of technical assistance and intervention programs based on the gathered data.
- 1.2.4 Does other related works.

**1.3 School Head:**

- 1.3.1 Prepares an action plan for the implementation of RO7- EGMA.
- 1.3.2 Supervises the administration of the tool.
- 1.3.3 Allocates budget for the supplies and materials in the reproduction, administration, intervention, and enhancement activities needed from Division/School MOOE/SEF and other local funds.
- 1.3.4 Conducts monitoring and evaluation on the implementation of RO7-EGMAT to ensure appropriate provision of technical assistance and intervention programs based on the gathered data.
- 1.3.5 Does other related works





We hereby acknowledge to have received from WILFREDO D. BORRERO, Jr. School Division Superintendent, DepEd Division Office - Marikina, the sum of P1,000.00 (One Thousand and No/100 Pesos) for the purchase of Mathematics for Grade 11 and 12.

**DepEd DIVISION OF NEGROS ORIENTAL**

**VI. Monitoring and Evaluation**

The region shall conduct monitoring and evaluation to the SDOs during the baseline and endline administration and utilization of the tool to ensure full implementation and adherence to the standard procedures in the administration. A standard tool shall be used to monitor and evaluate the program implementation.

Immediately upon completion of the administration, results shall then be consolidated by school, by District, and then by the SDO thru the EPS in Mathematics.

Implementation of the Action and Intervention Plans shall be monitored by the EPS in Mathematics and the respective PSDSs.

**VII. References**

- Early Grade Mathematics Assessment (EGMA) Tool Kit
- DepEd Order # 29 s. 2018
- DepEd Order # 57 s. 2015

**VIII. Effectivity**

These guidelines shall take effect beginning SY 2019-2020 and shall remain in force unless repealed or rescinded.

No.	SCHOOL	NAME	ALLOWANCE		TOTAL
			Administration Day	Examination Day	
1	TAYASWAN NATIONAL HIGH SCHOOL		500.00		500.00
2	TAYASWAN NATIONAL HIGH SCHOOL - TAMPUNGAN CAMPUS		500.00		500.00
3	TAYASWAN NATIONAL SCIENCE HIGH SCHOOL		500.00		500.00
4	TAYASWAN NATIONAL SCIENCE HIGH SCHOOL		500.00		500.00
5	TAYASWAN NATIONAL HIGH SCHOOL - BAGO CAMPUS		500.00		500.00
6	TAYASWAN NATIONAL HIGH SCHOOL - TAMPUNGAN CAMPUS		500.00		500.00
		<b>TOTAL</b>			<b>3,000.00</b>

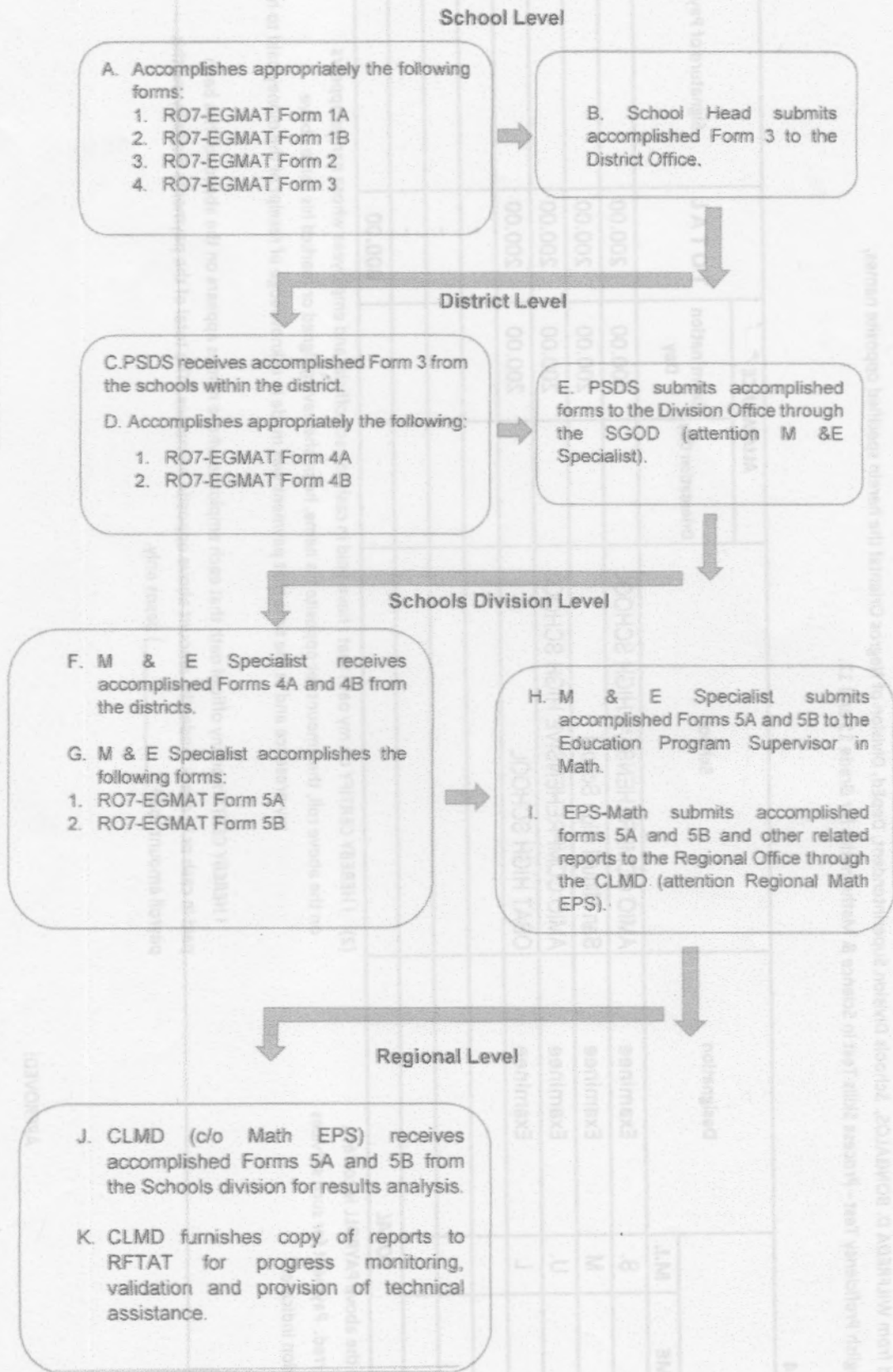
I HEREBY CERTIFY on my oath that I have paid in cash to each official and employees whose name appears on the above copy the amount set opposite his name, he or she having signed or marked his name on the above copy, the amount set opposite his name. The total of the payments was P1,000.00 (One Thousand and No/100 Pesos) only.

WILFREDO D. BORRERO, JR. School Division Superintendent, DepEd Division Office - Marikina  
 Date: \_\_\_\_\_

ACCOUNTEE III  
 WILFREDO D. BORRERO, JR. School Division Superintendent, DepEd Division Office - Marikina  
 Date: \_\_\_\_\_



**Process Flow in the Submission of RO7-EGMAT Results**





**RO7-EARLY GRADE MATHEMATICS ASSESSMENT RESULTS**  
Baseline/End Line

RO7-EGMAT FORM 1A (To be accomplished by the Assessor)

Division: \_\_\_\_\_  
School: \_\_\_\_\_

Grade Level: \_\_\_\_\_  
Section : \_\_\_\_\_

**Legend:**  
P-Passed F-Failed

No.	Name of Learner ( use the Learner's Reference Number (LRN) for confidentiality of results)	Oral Counting		Rational Counting		Number Identification		Number Discrimination		Missing Number		Addition Level 1		Addition Level 2		Subtraction Level 1		Subtraction Level 2		Word Problems		Geometric Pattern Completion		Geometric Visualization		Remarks	
		P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	Numerate	Non-Numerate
1																											
2																											
3																											
4																											
5																											
6																											
7																											
8																											
9																											
10																											
11																											
12																											
13																											
14																											
15																											
16																											
17																											
18																											
19																											
20																											

Prepared By: \_\_\_\_\_

Assessor

Noted: \_\_\_\_\_

Principal

**RO7-EARLY GRADE MATHEMATICS ASSESSMENT RESULTS**  
Baseline/End Line

**RO7-EGMAT FORM 1B** (To be accomplished by the Assessor)

Division: \_\_\_\_\_

Grade Level: \_\_\_\_\_

School: \_\_\_\_\_

Section: \_\_\_\_\_

Enrolment: \_\_\_\_\_

No. of Learners Actually Assessed: \_\_\_\_\_

Task No.	Description/ Title	Total No. of Failed Learners
1	Oral Counting	
2	Rational Counting	
3	Number Identification	
4	Number Discrimination	
5	Missing Number	
6	Addition Level 1	
7	Addition Level 2	
8	Subtraction Level 1	
9	Subtraction Level 2	
10	Word Problems	
11	Geometric Pattern Completion	
12	Geometric Visualization	

**Top 5 Tasks with the Most Number of Failed Learners**

1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

Prepared By: \_\_\_\_\_  
Assessor

Noted: \_\_\_\_\_  
Principal

**RO7-EARLY GRADE MATHEMATICS ASSESSMENT RESULTS**  
**Baseline/End Line**

RO7-EGMAT FORM 2 (To be accomplished by the Adviser/Assessor)

**Template for Intervention Plan/ Enhancement Program**

Title: \_\_\_\_\_

Division: \_\_\_\_\_

District: \_\_\_\_\_

School: \_\_\_\_\_

Objective: \_\_\_\_\_

PHASE	ACTIVITIES	PERSONS INVOLVED	TIME FRAME	RESOURCES		SUCCESS INDICATORS
				Funds	Source of Funds	
Planning	Example	Example		300.00	300.00	
	Example	Example		300.00	300.00	
Implementation	Example	Example		300.00	300.00	
	Example	Example		300.00	300.00	
Evaluation	Example	Example		300.00	300.00	
	Example	Example		300.00	300.00	

Prepared by: \_\_\_\_\_  
 Adviser/Assessor

Noted: \_\_\_\_\_  
 Principal

**RO7-EARLY GRADE MATHEMATICS ASSESSMENT RESULTS**  
**Baseline/End Line**

**RO7-EGMAT FORM 3** (To be accomplished by the Principal)

Division: \_\_\_\_\_

School: \_\_\_\_\_

Grade Level	Enrollment	No. of Learners Assessed	Percentage of Learners Assessed	Reasons for not getting 100 % Assessment (if in case...)	Total No. of Numerates	Total No. of Non-Numerates	Percentage Non-Numerates	Top 5 Tasks with the Most No. of Failed Learners	Intervention/Enhancement Program for the Non-Numerates
1									
2									
3									

Please answer the following:

A. What are the contributing and hindering factors affecting the administration of the RO7-EGMAT?

Contributing Factors \_\_\_\_\_

Hindering Factors \_\_\_\_\_

B. What can you suggest to improve the administration of the RO7-EGMAT?

Submitted by: \_\_\_\_\_

School Principal



**RO7-EARLY GRADE MATHEMATICS ASSESSMENT RESULTS**  
**Baseline/End Line**

**RO7-EGMAT FORM 4A** (To be accomplished by the PSDS)

Division: \_\_\_\_\_

District: \_\_\_\_\_

Name of School	GRADE 1				GRADE 2				GRADE 3			
	Enrolment	No. of Learners Actually Assessed	Total No. of Non-Numerates	Percentage	Enrolment	No. of Learners Actually Assessed	Total No. of Non-Numerates	Percentage	Enrolment	No. of Learners Actually Assessed	Total No. of Non-Numerates	Percentage
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
<b>TOTAL</b>												
<b>Top 5 Tasks with the Most Number of Failed Learners</b>	1				1				1			
	2				2				2			
	3				3				3			
	4				4				4			
	5				5				5			

Prepared By: \_\_\_\_\_  
 Public Schools District Supervisor/Cluster Principal

Noted: \_\_\_\_\_  
 Schools Division Superintendent

We hereby acknowledge to have received from WILFREDA D. BONGALOS, School Division Superintendent, DepEd, Division of Negros Oriental the herein specified amount, the same being full payment of 2018 Teacher's English Proficiency Test - Process Fee in Schools and Schools Division Office, DepEd, Division of Negros Oriental.

**RO7-EARLY GRADE MATHEMATICS ASSESSMENT RESULTS**  
Baseline/End Line

District: STA. CATALINA 2

RO7-EGMAT FORM 4B (To be accomplished by the PSDS)

Division: \_\_\_\_\_  
District: \_\_\_\_\_

Grade Level	Contributing Factors Affecting the Administration of RO7-EGMAT	Hindering Factors Affecting the Administration of RO7-EGMAT	Recommendation for Improvement (RO7-EGMAT Implementation)	Intervention/Enhancement Program for the Non-Numerates
Grade 1				
Grade 2				
Grade 3				

Submitted by: \_\_\_\_\_  
Public Schools District Supervisor/Cluster Principal

Approved: \_\_\_\_\_  
Schools Division Superintendent

Alicia M. Sabellu  
Cashier III

WILFREDA D. BONGALOS, Ph.D., CESO V  
School Division Superintendent

MA. LENNER P. PISCO  
Accountant III

We hereby acknowledge to have received from WILFREDA D. BONDALOS, Schools Division Superintendent, DepEd, Division of Negros Oriental the herein specified amount, the same being full payment of 2018 Teacher's English Proficiency Test - Practice Skills Test in Mathematics & Science for Grade 1 and 2.

**RO7-EARLY GRADE MATHEMATICS ASSESSMENT RESULTS**  
**Baseline/End Line**

STA. CATALINA 2 District:

RO7-EGMAT FORM 5A (To be accomplished by the M & E Specialist -Division Office)

Division: \_\_\_\_\_  
 District: \_\_\_\_\_

Grade Level	Enrolment	No. of Learners Actually Assessed	Percentage of Learners Actually Assessed	Total No. of Non-Numerates	Percentage	Percentage of Non-Numerates	Intervention/Enhancement Program for the Non-Numerates
Grade 1							
Grade 2							
Grade 3							
TOTAL							

Submitted by: \_\_\_\_\_  
 Monitoring & Evaluation ( M & E) Specialist

\_\_\_\_\_  
 Education Program Supervisor-Mathematics

Noted: \_\_\_\_\_  
 Chief ES, Schools Governance Operations Division

\_\_\_\_\_  
 Chief ES, Curriculum Implementation Division

Approved: \_\_\_\_\_  
 Schools Division Superintendent

ALICIA M. ABOLU  
 Cashier III

WILFREDA D. BONDALOS, PR. D., CES V  
 Schools Division Superintendent

MA. JENNIFER P. PRODOS  
 ACCOUNTANT III

**RO7-EARLY GRADE MATHEMATICS ASSESSMENT RESULTS**  
**Baseline/End Line**

ST. CATALINA 2 District

RO7-EGMAT FORM 5B (To be accomplished by the M & E Specialist- Division Office)

Division: \_\_\_\_\_  
 District: \_\_\_\_\_

Grade Level	Contributing Factors Affecting the Administration of RO7-EGMAT	Hindering Factors Affecting the Administration of RO7-EGMAT	Recommendation for Improvement (RO7-EGMAT Implementation)
Grade 1			
Grade 2			
Grade 3			
TOTAL			

Submitted by: \_\_\_\_\_  
 Monitoring & Evaluation (M & E) Specialist

Noted: \_\_\_\_\_  
 Chief ES, Schools Governance & Operations Div

\_\_\_\_\_  
 Education Program Supervisor-Mathematics

\_\_\_\_\_  
 Chief ES, Curriculum Implementation Division

Approved: \_\_\_\_\_  
 Schools Division Superintendent

\_\_\_\_\_  
 Cashier III

\_\_\_\_\_  
 Schools Division Superintendent

\_\_\_\_\_  
 Accountant III



Passing Score for each RO7-EGMA Task per Grade Level

Task Number	Passing Score per Task		
	Grade 1	Grade 2	Grade 3
1	*60 or more correct responses	*75 or more correct responses	*80 or more correct responses
2	*60 or more correct responses	*60 or more correct responses	*60 or more correct responses
3	*10 out of 20 correct responses	*16 out of 20 correct responses	*18 out of 20 correct responses
4	*4 out of 10 correct responses	*7 out of 10 correct responses	*8 out of 10 correct responses
5	*4 out of 10 correct responses	*7 out of 10 correct responses	*8 out of 10 correct responses
6A	*9 out of 20 correct responses	*12 out of 20 correct responses	*15 out of 20 correct responses
6B	*2 out of 5 correct responses	*3 out of 5 correct responses	*4 out of 5 correct responses
7A	*9 out of 20 correct responses	*12 out of 20 correct responses	*15 out of 20 correct responses
7B	*2 out of 5 correct responses	*3 out of 5 correct responses	*4 out of 5 correct responses
8	*2 out of 6 correct responses	*3 out of 6 correct responses	*4 out of 6 correct responses
9	*2 out of 5 correct responses	*3 out of 5 correct responses	*4 out of 5 correct responses
10	*1 out of 7 correct responses	*2 out of 7 correct responses	*3 out of 7 correct responses

Guidelines in Determining Numerates

Grade 1 – Learner must pass Task numbers 1 – 5 plus 6A and 7A

Grade 2 – Learner must pass Task numbers 1 – 8

Grade 3 - Learner must pass Task numbers 1 – 10

DepEd DIVISION OF NEGROS ORIENTAL

SCHOOL	BUDGET		TOTAL
	Estimated	Actual	
San Carlos National High School	500.00	500.00	500.00
San Carlos National High School	500.00	500.00	500.00
San Carlos National High School	500.00	500.00	500.00
San Carlos National High School	500.00	500.00	500.00
San Carlos National High School	500.00	500.00	500.00
<b>TOTAL</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>2,500.00</b>

DepEd Division Office - Negros Oriental  
 Office of the Division Superintendent  
 Division Office - Negros Oriental  
 Negros Oriental, Philippines  
 Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_

Passing Score for each RO7-EGMA Task per Grade Level

Task Number	Passing Score per Task		
	Grade 1	Grade 2	Grade 3
1	*60 or more correct responses	*75 or more correct responses	*80 or more correct responses
2	*60 or more correct responses	*60 or more correct responses	*60 or more correct responses
3	*10 out of 20 correct responses	*16 out of 20 correct responses	*18 out of 20 correct responses
4	*4 out of 10 correct responses	*7 out of 10 correct responses	*8 out of 10 correct responses
5	*4 out of 10 correct responses	*7 out of 10 correct responses	*8 out of 10 correct responses
6A	*9 out of 20 correct responses	*12 out of 20 correct responses	*15 out of 20 correct responses
6B	*2 out of 5 correct responses	*3 out of 5 correct responses	*4 out of 5 correct responses
7A	*9 out of 20 correct responses	*12 out of 20 correct responses	*15 out of 20 correct responses
7B	*2 out of 5 correct responses	*3 out of 5 correct responses	*4 out of 5 correct responses
8	*2 out of 6 correct responses	*3 out of 6 correct responses	*4 out of 6 correct responses
9	*2 out of 5 correct responses	*3 out of 5 correct responses	*4 out of 5 correct responses
10	*1 out of 7 correct responses	*2 out of 7 correct responses	*3 out of 7 correct responses

Guidelines in Determining Numerates

Grade 1 – Learner must pass Task numbers 1 – 5 plus 6A and 7A

Grade 2 – Learner must pass Task numbers 1 – 8

Grade 3 - Learner must pass Task numbers 1 – 10