



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

**DIVISION LETTER**

No. 168, s. 2025

DEC 09 2025

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Junior Public and Private High School Principals Concerned  
Public and Private School ICT Coordinators and IT Personnel Concerned  
All Others Concerned

1. This is to inform all concerned that an online meeting will be conducted on December 10, 2025 (Wednesday) at 2:00 PM via Microsoft Teams via link <https://bit.ly/2025SDOBTN-CBNCAETECHNICAL> to discuss the technical preparations for the upcoming Computer-Based National Career Assessment Examination (CB-NCAE). The meeting will cover essential topics such as system requirements, technical preparation and pre-testing activities, and the roles and responsibilities of ICT personnel during the conduct of the examination.
2. All School ICT Coordinators of Public Junior High Schools and IT Personnel of Private Junior High Schools are required to attend this meeting to ensure readiness and smooth implementation of the CB-NCAE in their respective schools. Kindly prepare your questions and clarifications for the open forum.
3. For your information and guidance.

  
**CAROLINA S. VIOLETA, EdD, CESO V**  
Schools Division Superintendent

CI11/IT1/rma/jct  
December 9, 2025