



Republic of the Philippines  
**Department of Education**  
 REGION VII – CENTRAL VISAYAS  
 Schools Division of Negros Oriental

**Office of the Schools Division Superintendent**

DIVISION MEMORANDUM

No. 0353 s. 2024

18 APR 2024

**CONDUCT OF EARLY LANGUAGE LITERACY AND NUMERACY (ELLNA)  
 FOR SY 2023-2024**

TO: ASDS, DEPS, PSDS/DIC/Dist. Caretaker, SEPS and EPS II – M&E  
 All Public Elementary School Heads  
 All Others Concerned

1. This Office hereby announces the conduct of the **Early Language Literacy and Numeracy Assessment (ELLNA)** for the School Year 2023-2024 on the date indicated below and its related activities:

Date	ELLNA Activities	Personnel Involved
April 17, 2024	Sorting of ELLNA Test Materials	DTC and Support Staff
April 18, 2024	Delivery of ELLNA Test Materials by Schools District	DTC and Assigned Support Staff per Congressional District
April 22, 2024	Virtual Orientation on Proper Procedure on the Distribution/ Retrieval of ELLNA Test Materials at the Dist. Office	All District Testing Coordinators
April 25, 2024	CONDUCT OF ELLNA	<b>All Grade 3 students (All Public Schools)</b>
April 26, 2024	Retrieval of Test Materials – District Level	All District Testing Coordinators
April 29, 2024	Retrieval of ELLNA Test Materials Division Level	DTC and Assigned Support Staff per Congressional District

2. District Supervisors must assign a District Testing Coordinator who will be in-charged in the Distribution and Retrieval of ELLNA Test Materials in their respective district.
3. ELLNA Test Materials shall be delivered to the District Offices; hence, all **Assigned/Designated District Testing Coordinators** are required to stay in the District Office to personally receive the testing materials.
4. Download the Test Booklets and Answer Sheets packing guide and other related documents for Early Language Literacy and Numeracy (ELLNA) at <https://shorturl.at/dgouW>.
5. For your information and widest dissemination of this memorandum is greatly desired.

By Authority of the Schools Division Superintendent:

**ROMEL VICTOR A. VILLAHERMOSA MBA**  
 OIC – Asst. Schools Division Superintendent  
 Office-In-Charge

Incl.: As stated

NCO/EOA-RVAV/SGOD/RBP/dcta



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