



Examination Advisory No. 03, s. 2016

ADVISORY

- TO :** Examinees of the March 13, 2016 Fire Officer Examination and Penology Officer Examination
- REGIONS :** 1, 2, 3, 5, 6, 7, 8, 9, 10, 11, 12 and Caraga
- SUBJECT :** Accomplishing Answer Sheet, School Assignment and Other Important Reminders

Please be informed that GATES OF TESTING VENUES SHALL BE CLOSED TO EXAMINEES AT 7:30 a.m. on examination day. Examinees that arrive later than 7:30 a.m. shall NOT be admitted.

A. Accomplishing the Answer Sheet

IMPORTANT

In accomplishing the Answer Sheet:

- Use dark lead pencil for all shaded entries (i.e. circles corresponding to answers to test items; and circles corresponding to Examinee Number)
- Use black ballpen for all written entries (i.e. Title, Date, and Place of Examination; Date of Birth; Examinee Number; and Start/Finish Time)
- Since the test is machine-scored, shade the circles that correspond to the answers neatly, completely and dark enough to be read by the machine. PLEASE AVOID LIGHT SHADING.
- Shade only one answer for every test item.
- To change an answer:
 - Erase completely (using eraser for pencil) the initial answer, then shade the circle that corresponds to the new and final answer.
 - Do not use correction fluid, correction pen, correction tape, and the like.
- Do not make any stray/unnecessary marks on the Answer Sheet.

B. School Assignment

The ONSA or Online Notice of School Assignment shall not be used. Thus, please be advised of the following schools to be used as testing venues for the conduct on March 13, 2016 of the Fire Officer Examination (FOE) and the Penology Officer Examination (POE):

Region	Testing Center	Name and Address of School
1	San Fernando City, La Union	Saint Louis College Carlattan, San Fernando City La Union
2	Tuguegarao City	Cagayan National High School Tuguegarao City
3	City of San Fernando, Pampanga	Pampanga High School City of San Fernando, Pampanga
5	Legaspi City	FOE: Mariners Polytechnic Colleges Foundation Rawis, Legaspi City POE: Bicol University-College of Arts and Letters Legaspi City
6	Iloilo City	West Visayas State University Education Building, Luna Street, La Paz Iloilo City
7	Cebu City	University of Cebu-Banilad Campus Banilad, Cebu City
8	Tacloban City	Leyte Normal University Tacloban City
9	Zamboanga City	Don Pablo Lorenzo Memorial High School Zamboanga City
10	Cagayan de Oro City	Liceo de Cagayan University Cagayan de Oro City
11	Davao City	Magallanes Elementary School Davao City
12	Cotabato City	Notre Dame Village National High School (B) Cotabato City
Caraga	Butuan City	Agusan National High School Butuan City

C. Other Important Reminders

Examinees are advised of the following procedures and reminders:

1. Visit and have an ocular inspection of the assigned school/testing venue at least one day before the examination day to be familiar with the school location;
2. Be at the assigned school early on examination day for the verification and locating of room assignment. Testing venues shall be open to examinees at 6 a.m.;
3. Wear proper attire on examination day (i.e. not in sleeveless shirt/blouse, or in short pants, or in slippers).
4. Bring the following items on examination day:
 - a. I.D. card – preferably the same I.D. card presented during filing of application even if already expired; otherwise, any of the following I.D. cards, in which case, the I.D. card must be valid (i.e. not expired):
 - a.1 Driver's License;
 - a.2 Passport;
 - a.3 GSIS I.D.;
 - a.4 SSS I.D.;
 - a.5 BIR I.D. (ATM type/TIN card type with picture);
 - a.6 Voter's I.D.;
 - a.7 PRC I.D.;
 - a.8 Postal I.D.;
 - a.9 PhilHealth I.D. (must contain the bearer's name, clear picture, signature and PhilHealth number)
 - a.10 Barangay I.D.;
 - a.11 current Company/Office I.D.
 - a.12 current School I.D. (validated for the current school year/ semester/ trimester); and
 - a.13 Police Clearance.
 - b. Dark Lead pencil/s and eraser/s;
 - c. Ball Pen/s (Black); and
 - d. Clear bottled water, or preferred beverage (except alcoholic beverage) placed in clear/transparent container, and/or candies/biscuits, which shall be subject to inspection by the Room Examiner/Proctor.
5. Use of any aid in answering the test (such as calculators; books, dictionaries and other forms of printed materials; watch calculators; cellular phones, tablets and any other gadgets; and all other similar materials/items) is strictly prohibited.
6. Bringing of cellular/mobile phones and any other gadgets is not allowed. If brought, these shall be surrendered to the Room Examiners for safekeeping. The concerned examinees shall retrieve the same upon leaving the room.

Note: 1. The NO I.D., NO EXAMINATION Rule is strictly implemented.
2. Any other I.D. card not included in the above list shall NOT be accepted.

7. Following are other relevant information:

Reference	FOE/POE
Number of items	160
Time limit	3 hours, 5 minutes
Test Proper	8 a.m. to 11:05 a.m.

8. The time required for pre and post examination activities/documentation shall take approximately one hour before and one hour after the test proper.
9. Failure to take the examination shall mean forfeiture of examination fee and slot. Re-scheduling of examination date is NOT allowed.

Please be guided accordingly.

Approved:


FERNANDO M. PORIO

Director IV

Examination, Recruitment and Placement Office

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