



Examination Advisory No. 08, s. 2018

ADVISORY

TO : All Examinees of the April 15, 2018 Special Career Service Examination, Pen and Paper Test (Agencies)

SUBJECT : School Assignment and Important Reminders

IMPORTANT REMINDERS:

- **NO I.D., NO EXAM**
- **GATES OF TESTING VENUES SHALL BE CLOSED TO EXAMINEES AT EXACTLY 7:30 a.m.** Examinees that arrive later than 7:30 a.m. shall NOT be admitted.
- **Wear proper attire** on examination day. **SLEEVELESS SHIRT/BLOUSE, SHORTS/SHORT PANTS, and SLIPPERS ARE NOT ALLOWED.**
- Bringing of **cellular phones and any other gadgets**, including smart phones/watches, calculators, wristwatches with calculator, books and other forms of printed materials and all other similar items, is **NOT allowed.**

Further, **NO bags** and any other personal stuff shall be allowed. Examinees are advised to bring **ONLY** the items listed under Item B (Things to Bring) below.

- **Failure to take** the examination on scheduled date shall mean **forfeiture of examination fee and slot. Re-scheduling of examination date is NOT allowed.**

A. School Assignment

The ONSA or Online Notice of School Assignment shall NOT be used. Thus, please be advised of the following schools to serve as testing venues for the April 15, 2018 Special CSE-PPT for government employees:

Region	Testing Center	Name and Address of School
I	San Fernando City, La Union	Don Mariano Marcos Memorial State University- Mid La Union Campus, Quezon Avenue, Catbangan San Fernando City, La Union

Region	Testing Center	Name and Address of School
II	Tuguegarao City	Cagayan National High School Lakandula Street, Tuguegarao City
III	City of San Fernando, Pampanga	Pampanga High School High School Boulevard, City of San Fernando Pampanga
IV	Imus City	Gen Emilio Aguinaldo National High School Palico IV, Imus City
	Batangas City	Batangas National High School Rizal Avenue, Poblacion, Batangas City
	Cainta, Rizal	One Cainta College Cainta, Rizal
	Lucena City	Quezon National High School M.L. Tagarao Street, Ilayang Iyam, Lucena City
V	Legazpi City	(For CSE-Professional level): Mariners Polytechnic Colleges Foundation-Main Rawis, Legazpi City
		(For CSE-SubProfessional level): Mariners Polytechnic Colleges Foundation-Annex Rawis, Legazpi City
VII	Cebu City	University of Cebu-Banilad Campus Governor Cuenco Avenue, Banilad Cebu City
VIII	Tacloban City	(For CSE-Professional level): - Leyte Normal University Paterno Street, Downtown, Tacloban City - Eastern Visayas State University Salazar Street, Downtown, Tacloban City - Sagkahan National High School Calanipawan Road, Fatima Village, Tacloban City Contact CSC RO VIII for school assignment: Tel. # (053) 323-2967/ (053) 323-2857
		(For CSE-SubProfessional level): Leyte National High School Lino Gonzaga Avenue, Downtown, Tacloban City
IX	Zamboanga City	Don Pablo Lorenzo Memorial High School Governor Ramos Avenue, Sta. Maria Zamboanga City

Region	Testing Center	Name and Address of School
X	Cagayan de Oro City	Liceo de Cagayan University-College Campus RN Pelaez Street, Carmen Cagayan de Oro City
XI	Davao City	Magallanes Elementary School Davao City
XII	Cotabato City	(For CSE-Professional level): <ul style="list-style-type: none"> - Cotabato City National High School-Main Sinsuat Avenue, Cotabato City - Notre Dame Village National High School R.H. 8, Cotabato City <p>Contact CSC RO XII for school assignment: Tel. # (064) 5521911 / (064) 552-1383 (064) 552-1118 Mobile # (0918) 4453636</p>
		(For CSE-SubProfessional level): <ul style="list-style-type: none"> - Notre Dame Village National High School R.H. 8, Cotabato City - Cotabato City National High School-Rojas Rojas Site, Cotabato City <p>Contact CSC RO XII for school assignment: Tel. # (064) 5521911 / (064) 552-1383 (064) 552-1118 Mobile # (0918) 4453636</p>
NCR	Quezon City	(For CSE-Professional level): Quezon City High School Scout Ybardolaza Street, Sacred Heart, Q.C.
		(For CSE-SubProfessional level): Kamuning Elementary School Scout Torillo Street, Sacred Heart, Q.C.
Caraga	Butuan City	Agusan National High School Butuan City

B. Things to Bring

Bring ONLY the following items on examination day:

1. **I.D. card** – preferably the same I.D. card (Government Office I.D.) presented during filing of application. If the I.D. card to be presented for admission is different from the I.D. card presented during filing of application, the examinee must present any of the following accepted I.D. cards, which is preferably valid (not expired):

- 1.1 Driver's License/Temporary Driver's License (LTO O.R. must be presented together with old Driver's License; O.R. alone is not allowed)/Student Driver's Permit;
- 1.2 Passport;
- 1.3 PRC License;
- 1.4 SSS I.D.;
- 1.5 GSIS I.D. (UMID);
- 1.6 Voter's I.D./Voter's Certification;
- 1.7 BIR/Taxpayer's I.D. (ATM type/TIN card type with picture);
- 1.8 PhilHealth I.D. (must have the bearer's name, clear picture, signature and PhilHealth number);
- 1.9 Company/Office I.D.;
- 1.10 School I.D.;
- 1.11 Police Clearance/Police Clearance Certificate (with picture);
- 1.12 Postal I.D.;
- 1.13 Barangay I.D.;
- 1.14 NBI Clearance;
- 1.15 Seaman's Book;
- 1.16 HDMF Transaction Card;
- 1.17 PWD I.D.;
- 1.18 Solo Parent I.D.;
- 1.19 Senior Citizen's I.D.;
- 1.20 Alien Certificate of Registration Identity Card (ACR I-CARD); and
- 1.21 CSC Eligibility Card (*note: Implemented only beginning with the May 3, 2015 CSE-PPT*).

Note: - *The **NO I.D., NO EXAMINATION** Rule is strictly implemented.*
 - *All other I.D. cards not included in the above list shall not be accepted.*
 - *As a last resort, expired I.D. card may be presented for admission on examination day, provided that, the expiry date of the I.D. card is within the preceding months of the year reckoning the date of examination (or from January 1, 2018 to April 14, 2018).*

2. BLACK BALL PEN/S;
3. Original of PSA (formerly NSO)/LCR issued Birth Certificate printed on Security Paper (if I.D. card has no date of birth);
4. Application Receipt with CSC Official Receipt (if available); and
5. 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.

Note: *Examinees are advised to bring **ONLY** the above listed items.*

C. Other 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. Use of any aid in answering the test (such as calculators; books, dictionaries and other forms of printed materials; watch calculators; cellular phones, smart phones/watches, tablets and any other gadgets; and all other similar materials/items) is strictly prohibited.

4. Only BLACK BALL PEN shall be used in the examination. Pencils and any other kinds of pen (e.g. gel pen, sign pen, fountain pen, friction pen, etc.) including other colors of ball pen are not allowed.

D. Scope of Examination and Other Information

Reference		Professional Level	SubProfessional Level
Scope of Examination		In English and Filipino: <ul style="list-style-type: none"> ▪ Numerical Ability <ul style="list-style-type: none"> > basic operations > word problems ▪ Analytical Ability <ul style="list-style-type: none"> > word association > identifying assumptions and conclusions > logic > data interpretation ▪ Verbal Ability <ul style="list-style-type: none"> > grammar and correct usage > vocabulary > paragraph organization > reading comprehension 	In English and Filipino: <ul style="list-style-type: none"> ▪ Numerical Ability <ul style="list-style-type: none"> > basic operations > word problems ▪ Clerical Ability <ul style="list-style-type: none"> > filing > spelling ▪ Verbal Ability <ul style="list-style-type: none"> > grammar and correct usage > vocabulary > paragraph organization > reading comprehension
		General information items on the following: <ul style="list-style-type: none"> ◆ Philippine Constitution; ◆ Code of Conduct and Ethical Standards for Public Officials and Employees (R.A. 6713); ◆ Peace and Human Rights Issues and Concepts; and ◆ Environment Management and Protection 	
No. of Test Items		170	165
Time Limit	Regular	3 hours, 10 minutes	2 hours, 40 minutes
	Visually Impaired (Dictation; Braille; Low Vision)	4 hours, 10 minutes	3 hours, 40 minutes
	Deaf/Hard of Hearing		
Test Proper	Regular	8 a.m. to 11:10 a.m.	8 a.m. to 10:40 a.m.
	Visually Impaired (Dictation; Braille; Low Vision)	8 a.m. to 12:10 p.m.	8:00 a.m. to 11:40 a.m.
	Deaf/Hard of Hearing		
Time Required for Pre and Post Examination Activities/Documentation		Approximately one hour before and one hour after the test proper	

Please be guided accordingly.

Approved:



FERNANDO M. PORIO
 Director IV
 Examination, Recruitment and Placement Office

11 APR 2018