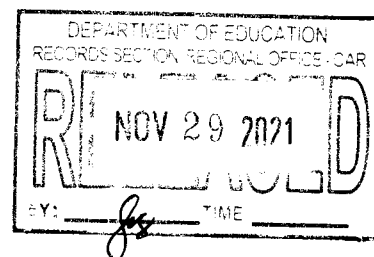




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



November 26, 2021

REGIONAL MEMORANDUM

No. 579.2021

**PRELIMINARY CONSULTATIVE MEETING FOR PISA 2022
MAIN SURVEY ADMINISTRATION**

To: OIC, Assistant Regional Director
Schools Division Superintendents
RTC, QAD
Division Testing Coordinators (DTCs)
All others concerned

1. Attached is **DM-OUCI-2021-552 "Preliminary Consultative Meeting for PISA 2022 Main Survey Administration"** on **December 2-3, 2021** via **Microsoft Teams**.
2. The consultative meeting aims to gather education stakeholders and partners to discuss how we can successfully administer the PISA 2022 Main Survey from March to May 2022 while ensuring the safety of our learners and personnel from the risks of COVID-19.
3. Enclosed are the list of participants for this consultative meeting. Participants are required to confirm their attendance on or before **November 29, 2021** by registering at <https://bit.ly/PISA2022ConsultativeMeeting>.
4. Attached is the memorandum for your reference.
5. For more details, kindly contact the **Quality Assurance Division (QAD)** at Tel. No. **422-1318 (loc 1201)** or through email at quad.depedcar@gmail.com.
6. Immediate and widest dissemination of this memorandum is directed.


ESTELA L. CARIÑO EdD, CESO III
Director IV/Regional Director

QAD/MAB/112621



Address: Wangal, La Trinidad, Benguet
Telephone No.: (074) 422-1318
Email: car@deped.gov.ph



ISO 9001:2015 Certified
Quality Management System
DE-50500784 QM15

Name of Participants	Position/Designation	Office/Unit
Regional Office		
1. Maksim A. Botilas	RTC	QAD
Schools Division Offices		
2. Mijurodel Rifareal	DTC	Abra
3. Arnold Tomas	DTC	Apayao
4. Nora Dalapnas	DTC	Baguio City
5. Wilfred Bagsao	DTC	Benguet
6. Cecille Kitong	DTC	Ifugao
7. Jenner Lingayo	DTC	Kalinga
8. Anthony Berto	DTC	Mt. Province
9. Emmanuel Ubuan	DTC	Tabuk City
Total	12	





Republic of the Philippines
Department of Education
DepEd Complex, Meralco Avenue, Pasig City, Philippines

Office of the Undersecretary for Curriculum and Instruction

MEMORANDUM
DM-OUCI-2021-552

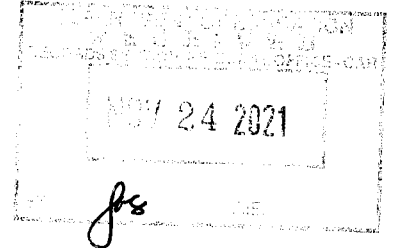
TO : **Regional Directors**
Schools Division Superintendents

ATTN : **Regional Testing Coordinators**
Division Testing Coordinators

FROM : **DIOSDADO M. SAN ANTONIO**
Undersecretary for Curriculum and Instruction
PHL PISA Governing Board *msa*

DATE : 19 November 2021

SUBJECT : **Preliminary Consultative Meeting for PISA 2022 Main Survey Administration**



The Department of Education, through the Bureau of Education Assessment, will hold a virtual *Preliminary Consultative Meeting for PISA 2022 Main Survey Administration* on **02-03 December 2021** from **8:00 AM to 5:00 PM** via **Microsoft Teams**.

This consultative meeting aims to gather education stakeholders and partners to discuss how we can successfully administer the PISA 2022 MS from March to May 2022 while ensuring the safety of our learners and personnel from the risks of COVID-19.

During this meeting, **Regional Testing Coordinators (RTCs)** and **Division Testing Coordinators (DTCs)** are invited to provide comments about the proposed survey operations plan drafted by the PISA National Center (NC) and share how we can further improve our plans to mitigate possible areas of concerns.

Attached herewith are the **Program of Activities** and the **PISA 2022 MS Survey Operations Plan** as reference for their comments and list of activities for this two-day gathering.

We will highly appreciate receiving the confirmation of their attendance **on or before 29 November 2021** by registering at <https://bit.ly/PISA2022ConsultativeMeeting>. The meeting credentials shall be sent to their registered email thereafter.

You may contact the PISA National Center through email address pisa2022phl@gmail.com or telephone number (02) 8631-2591 for further information and coordination.

We look forward to your positive response on this matter. Their inputs will be valuable to better understand the necessary preparations to be done to ensure the safe administration of the main survey.

Thank you for your usual support and cooperation.

**PRELIMINARY CONSULTATIVE MEETING FOR
THE PISA 2022 MAIN SURVEY ADMINISTRATION**
02-03 December 2021
(VIRTUAL)

Provisional Program of Activities

Thursday, 02 December 2021	
Morning Session	
9:00 AM – 9:10 AM (10 min approx.)	Preliminaries
9:11 AM – 9:20 AM (10 min approx.)	Welcome Remarks <i>Usec. Diosdado M. San Antonio</i> Undersecretary, DepEd-Curriculum and Instruction
9:21 AM – 9:30 AM (10 min approx.)	PISA Overview <i>Dir. Nelia V. Benito, PhD., CESO IV</i> PISA National Project Manager
9:31 AM – 9:45 AM (15 min approx.)	PISA 2022 Main Survey Operations Plan <i>Ms. Gretchen G. Cordero</i> PISA Technical Team Manager
9:46 AM – 11:15 AM (15 min approx. per presenter)	Inter-Agency Presentation of Comments COVID-19 Inter-Agency Taskforce <i>Department of Health</i> <i>Department of Interior and Local Government</i> <i>National Disaster and Risk Reduction Management Council</i> <i>Department of Education</i>
BREAK	
Afternoon Session	
1:00 PM – 2:00 PM (1 hr approx.)	DepEd Regional and Division Commentaries and Planning (Parallel sessions by region to be facilitated by the RTCs)
2:01 PM – 2:15 PM (15 min approx.)	Reminders and Exit

Provisional Program of Activities

Friday, 03 December 2021	
Morning Session	
8:00 AM – 8:10 AM (10 min approx.)	Preliminaries
8:11 AM – 10:00 AM (2 hr approx.)	Regional Presentations <i>Regional Testing Coordinators</i>
BREAK	
Afternoon Session	
1:00 PM – 1:15 PM (15 min approx.)	PISA 2022 MS Survey Operations Plan – Final Draft Presentation <i>Dir. Nelia V. Benito, PhD., CESO IV</i> PISA National Project Manager
1:16 PM – 2:00 PM (45 min approx.)	Panel Discussion on the Final Draft <i>DOH, DILG, DRRMC, DepEd, IATF, PISA PGB, PISA NPM</i>
2:01 PM – 2:30 PM (30 min approx.)	Q and A <i>Inter-agency Representatives, DepEd, PISA NC</i>
2:31 PM – 2:40 PM (10 min approx.)	PISA 2022 MS Survey Operations Plan Endorsement Rite <i>Inter-agency Representatives, DepEd, PISA NC</i>
2:41 PM – 2:50 PM (5 min approx.)	Awarding of Certificates
2:51 PM – 3:00 PM (10 min approx.)	Closing Remarks <i>Asec. Alma Ruby C. Torio</i> Assistant Secretary, DepEd-Curriculum and Instruction



DEPARTMENT OF EDUCATION
Bureau of Education Assessment
(PISA 2022 National Center)

**Programme for International Student Assessment
(PISA) 2022 Main Survey Operations Plan**

Draft Copy as of 19 November 2021

**Programme for International Student Assessment
(PISA) 2022 Main Survey Operations Plan**
Philippines

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This PISA 2022 Main Survey Operations Plan is circulated privately to elicit critical comments and improvements from various DepEd stakeholders and partners. The contents herein are not for quotation or reprinting without prior approval from the Department of Education.

1. Background

The Programme for International Students Assessment (PISA) is an international assessment designed and developed by the Organisation for Economic Co-operation and Development (OECD) as a periodic international comparative study to gather indicators of student characteristics and proficiencies as well as contextual data to allow interpretation in broader contexts. The test results generate reliable and high-quality indicators of education system outputs in Reading, Mathematics, and Science at the end or nearing the end of compulsory education, age 15, for most participating countries and economies.

Despite the crises that the COVID-19 pandemic has brought to our education system, joining the PISA 2022 Main Survey (MS) is part of the Philippine government's commitment to ensure quality education and a measure of accountability. The PISA data, along with our local assessments and research, will help us establish our baseline with global standards and benchmark the effectiveness of our educational reforms. Furthermore, the PISA can offer reliable evidence for policy discussions to develop and enhance risk management and mitigation approaches in times of education disruptions. It can also help frame important insights as we strive to regain educational ground that has been lost during the crisis and disclose further inadequacies and inequities in our education system as we shift from conventional schooling to distance learning modalities.

2. Scope

As the Department pushes through with the PISA 2022 MS, this document outlines the Survey Operations Guidelines containing the data collection procedures in light of the Philippines' COVID-19 situation. These guidelines are guided by the following:

- a. Department Order No. 28, s. 2017. Policy Guidelines on System Assessment in the K to 12 Basic Education Program;
- b. Joint Memorandum Circular No. 01, s. 2021 (27 September 2021) or the Operational Guidelines on the Implementation of Limited Face-to-Face Learning Modality by the Department of Education (DepEd) and Department of Health (DOH); and
- c. PISA 2022 Technical Standards and Participation Agreement

3. Definition of Terms

- 3.1. **Information Technology Officer (ITO)** – is from the Division Office and is responsible for managing PISA IT-related activities and its implementation in the sample school/s.
- 3.2. **International Quality Control Monitor (IQCM)** – refers to the representative trained by the OECD and is tasked to monitor and document the PISA survey administration.
- 3.3. **National Center** – is the Department of Education's Bureau of Education Assessment (DepEd-BEA) which facilitates the conduct of the PISA test and related tasks.
- 3.4. **National Quality Control Monitor (NQCM)** – is the DepEd-BEA representative who

delivers and retrieves the PISA 2022 materials and monitors the overall conduct of the test in the division.

3.5. **Organisation for Economic Co-operation Development (OECD)** – is an international organization that governs, sponsors, and coordinates the PISA to the National Center.

3.5. **PISA Quality Monitor (PQM)** - are representatives of the PISA project whose primary role is to document the adherence of sample schools and testing personnel with PISA administration standards.

3.6. **PISA student** – is the PISA-eligible sample student who will take the PISA 2022 test.

3.7. **Regional Testing Coordinator (RTC)** - serves as the overall supervisor in the conduct of PISA 2022 MS in sample schools within the region

3.8. **School Coordinator (SC)** - acts as the liaison officer for the National Center (NC), Region, Division, and sample school/s on the logistics of the test administration. The School Coordinator is the Division Testing Coordinator in national tests.

3.9. **School Head** - is responsible for managing the conduct of PISA in the school with the assistance of the School Coordinator.

3.10. **Test Administrator (TA)** – is the testing proctor for the PISA test who is responsible for accounting the test materials, accomplishing, and submitting forms.

4. Policy Statement

This PISA 2022 Main Survey Operations Plan shall provide guidance on the mechanisms and standards on the administration of the PISA 2022 Main Survey in the country. This manual also covers the roles and responsibilities of different testing personnel and relevant stakeholders to ensure safe, effective, and efficient test administration and data collection. This survey operations plan shall be endorsed by the DepEd-Office of the Secretary (OSec) subject to the approval of the Office of the President.

5. Operational Framework

The operational framework for the PISA 2022 survey operations plan, as shown in *Figure 1*, is adopted from the UNESCO – UNICEF – World Bank Framework for Reopening Schools and DepEd Shared responsibility principle, cited in the Department of Education and Department of Health's Joint Memorandum Circular No. 01, s. 2021. This framework incorporates four major pillars: Safe Operations, Teaching and Learning, Including the Most Marginalized, and Well-being and Protection. Policy and financing are encompassing pillars to engage the whole-of-society approach declared in the memorandum.

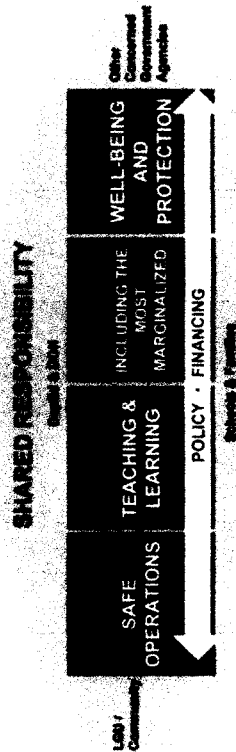


Figure 1. Operational Framework for the PISA 2022 Survey Operations Plan

6. Guidelines on Safe Test Administration and Contingency Plans

6.1. Before Data Collection

6.1.1. Preliminary consultation with education partners

6.1.1.1. In preparation for the Main Survey, a preliminary consultation with internal and external partners shall be conducted. These shall be participated by governments agencies (IATF, DOH, DILG, DRRRMC, DEPED), Regional Testing Coordinators (RTCs), and School Coordinators (SCs), and select Schools Division Superintendent (SDS) to discuss health and travel protocols and provide comments on this survey operations plan.

6.1.1.2. This shall be led by the Bureau of Education Assessment – National Center (BEA-National Center) and supported by the Office of the Undersecretary for Curriculum and Instruction (OUCI), the Office of the Secretary (OSec), COVID-19 Task Force, and other concerned offices.

6.1.1.3. The initial consultation shall be done virtually by the fourth week of November 2021.

6.1.2. Collection and verification of student list

6.1.2.1. The collection and verification of PISA 2022 student list is necessary to validate and rectify, if needed, the student samples for the Main Survey. The National Center - Sampling Team shall communicate with involved field-testing personnel for this phase.

6.1.2.2. The National Center - Sampling Team shall communicate initially with the Division Testing Coordinators in consultation with the School Testing Coordinators and E-BEIS Coordinators.

6.1.2.4. After the verification at the school level, the Division Testing Coordinator shall return the PISA student list with feedback to the National Center - Sampling Team.

6.1.2.5. The duration of this phase shall conclude in January 2022.

6.1.3. PISA computer and internet connectivity checks

6.1.3.1. The National Center shall communicate with the involved field personnel about the requirements and technical specifications required by PISA 2022 for the computer and internet connectivity checking.

6.1.3.2. The School Coordinator (SC) and the Division Information Technology Officer (ITO), with the School Head of the sample school shall conduct a computer and internet connectivity checking for troubleshooting and readiness, and quality assurance.

6.1.3.3. The key personnel must be fully vaccinated and shall have to undergo antigen testing. They shall also be provided with protective equipment (facemasks, face shields, hand sanitizers, etc.) and transportation allowance.

6.1.3.4. The PISA fund source shall be downloaded to the division offices of the sample schools.

6.1.3.5. The computer and internet connectivity checking shall conclude in January 2022.

6.1.4. Final consultation with education partners

6.1.4.1. A consultation with the internal and external partners shall be conducted to discuss the final survey operations plan. This is pertinent to adjust sections of the plan based on the November 2021 consultation.

6.1.4.2. These shall be participated in by the Regional Testing Coordinators, School Coordinators (SCs)/Division Testing Coordinators, and select Schools Division Superintendent, and Local Government Unit (LGU) representatives.

6.1.4.2. The national IATF representatives/personnel shall be invited to discuss health and travel protocols. This shall be led by the BEA-National Center and supported by the Office of the Undersecretary for Curriculum and Instruction.

6.1.4.3. This initial consultation shall be done virtually by the second week of February 2022 before the Main Survey.

6.1.5. Orientation and training of testing personnel

6.1.5.1. To orient the field-testing personnel for the PISA 2022 Main Survey (MS), an orientation and training shall be conducted by the National Center. This shall cover before, during, and after the PISA test administration. The discussions shall be based on the guidelines and protocols of test administration, manuals and technical standards from the OECD-PISA 2022.

6.1.5.2. This activity is exclusive for the PISA 2022 MS field-testing personnel, namely the:

- 6.1.5.2.1. Regional & School Coordinators
- 6.1.5.2.2. Test Administrators (TAs)
 - to be identified by the Schools Division Superintendent
 - must be high school teachers from other schools
 - preferably with PISA 2018, ILSA/s (TIMSS, SEA-PLM), and national testing experience/s
- 6.1.5.2.3. Technology Officer (TO)
- 6.1.5.2.4. School Head of the sample schools
- 6.1.5.2.5. National Quality Control Monitors (NQCMs)
 - personnel from the National Center

6.1.5.3. This shall be conducted virtually in the first week of March 2022.

6.1.6. Orientation of PISA students, parents, and stakeholders

6.1.6.1. The oriented field-testing personnel shall conduct their own school-level orientation, in batches, with the participation of the sample 42 PISA students and their parents, local government units (LGUs), local health units (LHUs), Division Testing Coordinator, School Head and 5 Teachers.

6.1.6.2. All persons in the orientation shall be vaccinated and shall have to undergo antigen testing. They shall also be provided with protective equipment (facemasks, face shields, hand sanitizers, etc.) and transportation allowance before they are allowed to participate.

6.1.6.3. Health and safety protocols must be always observed.

6.1.6.4. The school-level activity shall be conducted through face-to-face orientation in March 2022.

6.1.7. Preparation of the testing center

6.1.7.1. The testing center is the PISA 2022 Main Survey venue. This shall be within the sample schools.

6.1.7.2. Transferring to other testing centers shall not be allowed due to health and transportation concerns.

6.1.7.3. The testing center shall also comply with the PISA 2022 Main Survey requirements. This pertains to the computer signages, sufficient testing spacing, and other conducive testing environment measures.

6.1.7.4. This will be conducted by:

6.1.7.4.1. the **School Coordinator** who shall oversee the preparation and validation of all pertinent testing measures;

6.1.7.4.2. the **Information Technology Officer** who shall check the computers to be used for testing;

6.1.7.4.3. the **School Head** shall coordinate with the Division Testing Coordinator regarding concerns for the preparation of the testing center;

6.1.7.4.4. the **Testing Administrators** shall familiarize himself/herself with the testing center and simulate how to conduct the procedures from the PISA 2022 MS Test Script; and

6.1.7.4.5. the **Local Health Unit representative/s** who shall check and validate compliance to health protocols.

6.1.7.4.6. All key personnel who shall participate in the preparation of the PISA 2022 Testing Center must be vaccinated and shall have to undergo antigen testing. They shall also be provided with protective equipment (facemasks, face shields, hand sanitizers, etc.) and transportation allowance before they are allowed to participate.

6.1.7.4.7. This will be conducted physically in March 2022.

6.1.8. Coordination of the national center and field-testing personnel

In preparation to the Main Survey, the National Center will coordinate with the field-testing personnel regarding the results of 6.1.7, testing dates, testing expectations, procedures, and requirements.

6.1.9. Travel management of quality control monitors

6.1.9.1. The quality control monitors (NQCMs and PQMs) will be provided, through a Travel Authority, with their respective assignments.

6.1.9.2. All NQCMs, including the PQMs, who shall participate in the preparation of the PISA 2022 Testing Center must comply with all requirements below:

6.1.9.2.1. be fully vaccinated;

6.1.9.2.2. be provided with personal protective equipment (facemasks, face shields, hand sanitizers);

- 6.1.9.2.3. be allocated with travel allowance/per diem;
- 6.1.9.2.4. undergo RT-PCR testing before and after the travel period;
- 6.1.9.2.5. secure a travel clearance from the relevant government agencies endorsed by the DepEd-OSEC and approved by the DOH-IATF;
- 6.1.9.2.6. be transported from the airport to the accommodation venue through DepEd shuttle service;
- 6.1.9.2.7. stay at an accommodation venue with complete amenities upon arrival from the place of assignment, and
- 6.1.9.2.8. adhere to all health and safety protocols;
- 6.1.9.3. Domestic travel requirements and clearance from the place of assignment shall also be secured.
- 6.1.10. Final inspection of the testing center
- 6.1.10.1. The testing center shall be checked again by the assigned National Quality Control Monitor, School Coordinator (SC)/Division Testing Coordinator (DTC), School Head and Information Technology Officer a day before the actual testing date.
- 6.1.10.2. This will be conducted by:
- 6.1.10.2.1. the **National Quality Control Monitor**, in consultation with the **School Head**, shall oversee the preparation and validation of all pertinent testing measures.
- 6.1.10.2.2. the **School Coordinator** shall coordinate with the **School Head** regarding concerns for the preparation of the testing center.
- 6.1.10.2.3. the **Information Technology Officer** shall check the computers to be used for testing.
- 6.1.10.2.4. the **Local Health Unit representatives** who shall check and validate compliance to health protocols and completeness and compliance of all school readiness/assessment indicators.
- 6.1.10.2. All key personnel who shall participate in the preparation of the Final PISA 2022 Testing Center must be vaccinated and shall have to undergo antigen testing. They shall also be provided with protective equipment (facemasks, face shields, hand sanitizers, etc.) and transportation allowance before they are allowed to participate.
- 6.1.10.3. This will be conducted physically in March 2022.
- 6.2. During Data Collection
- 6.2.1. Transportation of PISA students
- 6.2.1.1. The sample school may provide a service vehicle for the students to be transported from their pick-up point to the school and vice versa. Parents/guardians can personally accompany their children/ward to the testing center/sample school.
- 6.2.1.2. The School Heads and School Coordinators of the selected participating schools shall coordinate, set a meeting, and form a committee with their respective Local Government Units (LGUs) in transporting the students from and to the testing center on the scheduled date of the PISA test.
- 6.2.1.3. Determine a designated place, preferably outdoors and whereas the DOH health standards will be performed (social distancing). This will serve as a meet-up place for all students coming from different barangays of the community and where they will be picked up on the day of the examination.
- 6.2.1.4. Assigned at least two (2) transportation vehicles to be utilized and should be thoroughly sanitized before and after boarding of the passengers.
- 6.2.1.5. Safety health protocols shall always be observed such as proper wearing of surgical facemasks and face shield prescribed by DOH, bringing of personal alcohol or hand sanitizer, and social distancing.
- 6.2.1.6. The designated driver for the service vehicle must be fully vaccinated and undergo antigen test.
- 6.2.2. Traffic management
- 6.2.2.1. The testing center shall establish separate drop-off and pick-up points, and entry and exit points to allow unidirectional traffic of all testing personnel and PISA students.
- 6.2.2.2. A school map indicating the traffic direction and location of testing room, holding area, and comfort rooms shall be posted at conspicuous spaces in the testing center (e.g., school gate, classroom doors)
- 6.2.2.3. Ground markings shall be available for walking guide.
- 6.2.3. Before entry to the testing center
- 6.2.3.1. Before entering the testing center, all personnel directly involved during the data collection, and PISA students must wear facemasks and face shields and must be subjected to hand hygiene, temperature check, rapid-antigen testing in a designated screening area near the school entrance. Rapid-antigen testing and health checks and assessment shall be facilitated by the Division medical personnel and the Barangay Health-Emergency Response Team (BHERT) for appropriate management, intervention, and referral.

6.2.3.2. All PISA testing personnel must be subjected to antigen testing and health assessments as early as 6:00 A.M. or before the arrival of the students to the testing center.

6.2.3.3. All testing personnel and PISA students shall fill out the contact tracing form.

6.2.3.4. Only those that show negative antigen results and passed the health checks will be allowed to enter the testing center. Entry of *non-essential personnel* (those with no direct role in the data collection) on the testing day shall not be allowed. They are only allowed to stay at a designated area outside the testing center and should follow the health and safety protocols.

6.2.4. Holding area

6.2.4.1. The school shall designate two holding areas, one for each test session. These rooms shall be utilized as snack and lunch areas for the students.

6.2.4.2. Holding areas shall be arranged to ensure safety of the learners from COVID-19 transmission following the prescribed physical arrangement of chairs and other furniture inside the room for proper physical distancing. Each PISA student must be assigned to a specific table/chair in the holding area. The name of the students must be provided in their areas. Transferring and/or exchanging/sharing of seats, tables, food, water, and other belongings must be strictly disallowed.

6.2.4.3. Disinfectants, sanitation kits, and footbath mats shall be installed at the entrance and be used before entering the holding areas.

6.2.4.4. Increased ventilation shall be observed. All holding areas must have working electric fans, and windows and doors shall be opened at all times to maximize neutral airflow. In air-conditioned areas where ventilation is greatly recirculated, filtration air purifiers adequate to the size of the room is recommended to clean the recirculated air.

6.2.4.5. Social distancing of at least 1-meter apart must be observed in the holding areas. If the school does not have adequate space, the school may use larger areas in the school such as the school grounds, gymnasium, and other available school spaces.

6.2.4.6. Holding areas must be sanitized before and after use.

6.2.4. Testing room

6.2.4.1. The physical arrangement of the testing room shall ensure the safety of PISA students and testing personnel from possible COVID-19 transmission.

6.2.4.2. The target class size (TCS) for PISA 2022 MS is 42 students. To ensure observance of the physical distancing and health safety protocols, the test will be administered in two (2) sessions, morning and afternoon. The PISA students shall be seated at least one (1) meter apart. Extra chairs

and tables, and unnecessary furniture must be removed from the testing room.

6.2.4.3. The testing room must be well-ventilated to allow good air circulation. In non-airconditioned rooms, windows, doors, and electric fans shall be opened during the entire test administration. In cases of airconditioned room, working *high-efficiency particulate air (HEPA)* filtration must be available.

6.2.4.4. Hand sanitizer and footbath mat shall be provided at the entrance of the testing room.

6.2.4.5 Each table in the room shall be supplied with alcohol or hand sanitizer for students' use.

6.2.4.6. The testing room must be thoroughly sanitized before and after each testing session.

6.2.4.7. All testing personnel shall wear facemask and face shield during the entire duration of the test administration.

6.2.4.8. All documents must be subjected to a UV sterilizer for sanitation.

6.2.5. Restroom & Water Sanitation and Hygiene

6.2.5.1. If a student needs to go to the restrooms, he/she must be properly assisted.

6.2.5.2. The school comfort rooms must be provided with toiletries. Water source must also be available.

6.2.5.3. School comfort rooms must be cleaned and disinfected before and after each use.

6.3. After Data Collection

6.3.1. Debriefing and post evaluation

6.3.1.1. After the conduct of the PISA test, the field-testing personnel, together with the National Quality Control Monitor and International Quality Control Monitor, if assigned, shall conduct a debriefing and evaluation of the testing measures and procedures.

6.3.1.2. The Debriefing Team shall be composed of the National Quality Control Monitor and/or International Quality Control Monitor – if assigned, Division Testing Coordinator, School Head, Test Administrators, and Information Technology Officer.

6.3.1.3. The evaluation shall be based on the PISA 2022 MS Debriefing Forms.

6.3.1.4. All the pertinent documents for endorsement shall be conducted at this juncture.

6.3.1.5. Proceedings of the debriefing shall be held confidential.

6.3.2. Monitoring

6.3.2.1. The monitoring of the physical (i.e. accounting of the computers, return of computer room keys) and health clearance, including disinfection and safe arrival of students at their respective residences shall be conducted by the School Head, Local Health Units representatives, and Division Testing Coordinator.

6.3.2.2. The monitoring shall be conducted immediately after the dismissal of all students.