



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION



**REGIONAL MEMORANDUM**  
 ORD-2024-251

**TO :** Schools Division Superintendents  
 School Health Personnel  
 All Others Concerned

**FROM :** **JOCELYN DR. ANDAYA**   
 Director IV

**SUBJECT :** **SUBMISSION OF UPDATED DIRECTORY OF SCHOOL HEALTH PROGRAM FOCAL PERSONS AND UPDATED NUMBER OF HEALTH PERSONNEL PER REGION /DIVISION**

**DATE :** March 19, 2024

1. Enclosed is a copy of Memorandum OM-OUOPS-2024-03-02021 signed by Dr. Dexter A. Galban, Assistant Secretary for Operations dated March 07, 2024 titled **“SUBMISSION OF UPDATED DIRECTORY OF SCHOOL HEALTH PROGRAM FOCAL PERSONS NATIONWIDE; AND UPDATED NUMBER OF HEALTH PERSONNEL PER REGION /DIVISION”**.
2. The contents of which are self-explanatory, for information, guidance and appropriate action of all concerned.
3. Submission of abovementioned data should be on or before April 01, 2024.
4. Immediate and compliance to the Memorandum is desired.



Address: 6 Misamis St., Bago Bantay, Quezon City  
 Email address: ncr@deped.gov.ph  
 Website: depedncr.com.ph

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Republika ng Pilipinas  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

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**MEMORANDUM**

**OM-OUOPS-2024-03-** 02021

TO : **REGIONAL DIRECTORS**  
DepEd RO I-XII, Caraga, CAR, and NCR

FROM : **ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

SUBJECT : **REQUEST FOR THE UPDATING OF THE SCHOOL HEALTH PROGRAM FOCAL PERSONS DIRECTORY AND CONTACT NUMBER OF HEALTH PERSONNEL PER REGION/DIVISION**

DATE : March 13, 2024

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The Bureau of Learner Support Services – School Health Division (BLSS-SHD), through this Office, is currently updating the Directory of School health Program Focal Persons nationwide. This endeavor aims to streamline communication channels, facilitate more efficient coordination in the implementation of programs and other pertinent school health initiatives. Additionally, the Office seeks to update the records concerning the number of health personnel nationwide as the latest data available dates back to CY 2020.

To accomplish this, your assistance in providing the comprehensive details of the designated personnel involves is respectfully requested. Attached herewith is a sample template for your convenience and reference. Please ensure that all necessary information is accurately filled out. **Kindly submit two versions of your accomplished form, one signed PDF copy and one editable DOCX copy**, via email to [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph) not later than **March 18, 2024**.

Rest assured that in compliance with the Data Privacy Act, no data will be disclosed to any third parties without consent or unless mandated by law. All collected information shall be processed only for the aforementioned purpose and shall be disposed of once the intended purpose is achieved.

To access the template of the form, kindly refer to the following link: <https://bit.ly/2024HealthPersonnelDatabase>. Please be advised that access to the link is restricted to only one individual per region and division office.

For any clarifications or additional information, you may reach out to Mr. Dave R. Velasco, Administrative Assistant V of the BLSS-SHD, at [dave.velasco@deped.gov.ph](mailto:dave.velasco@deped.gov.ph) or [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph) or at telephone no. (02) 8632-9935.

Your cooperation on this matter is greatly appreciated.



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**Department of Education**


OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

**MEMORANDUM**

**DM-OUOPS-2024-03-02024**

FOR : **REGIONAL DIRECTORS**  
DepEd RO I-XII, Caraga, CAR, and NCR

FROM : **ATTY. REVSEE A. ESCOBEO**  
*Undersecretary for Operations*

**DR. DEXTER A. GALBAN**   
*Assistant Secretary for Operations*

SUBJECT : **SUBMISSION OF UPDATED DIRECTORY OF SCHOOL HEALTH PROGRAM FOCAL PERSONS NATIONWIDE; AND UPDATED NUMBER OF HEALTH PERSONNEL PER REGION/DIVISION**

DATE : March 7, 2024

The Bureau of Learner Support Services-School Health Division, through this Office is presently updating the Directory of School Health Program Focal Persons nationwide. This endeavor aims to streamline communication channels, facilitate more efficient coordination in the execution of programs and other pertinent school health initiatives. Additionally, the Office seeks to update the records concerning the number of health personnel nationwide, with the latest data dating back to CY 2020.

To accomplish this, it is respectfully requested for your assistance in providing the comprehensive details of the designated personnel involved. Attached herewith is a sample template for your convenience and reference. Please ensure all necessary information is accurately filled out and submit the completed template via email to [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph) not later than March 12, 2024. Furthermore, the inclusion of an editable file for further processing is requested. In compliance with the provisions of the Data Privacy Act, all collected information will be retained only for the duration necessary for its intended purpose. Rest assured, all data will not be disclosed to any third parties without consent or unless mandated by law.

For the health personnel count update, kindly refer to the following link: <https://bit.ly/2024HealthPersonnelDatabase>. Please be advised that access to the link will be restricted to one individual per region and division office.

For any clarifications or additional information, Mr. Dave R. Velasco, ADAS V, BLSS-SHD, will be reaching out to your respective office. Alternatively, you may contact him directly at tel. no. (02) 8632-9935 or via email at [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph).

Your cooperation in this matter is greatly appreciated.



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OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

**MEMORANDUM**

**DM-OUOPS-2024-03-0202**

FOR : **REGIONAL DIRECTORS**  
DepEd RO I-XII, Caraga, CAR, and NCR

FROM : **ATTY. REVSEE A. ESCOBEO**  
*Undersecretary for Operations*

**DR. DEXTER A. GALBAN** ✓✓  
*Assistant Secretary for Operations*

SUBJECT : **SUBMISSION OF UPDATED DIRECTORY OF SCHOOL HEALTH PROGRAM FOCAL PERSONS NATIONWIDE; AND UPDATED NUMBER OF HEALTH PERSONNEL PER REGION/DIVISION**

DATE : March 5, 2024

The Bureau of Learner Support Services-School Health Division, through this Office is presently updating the Directory of School Health Program Focal Persons nationwide. This endeavor aims to streamline communication channels, facilitate more efficient coordination in the execution of programs and other pertinent school health initiatives. Additionally, the Office seeks to update the records concerning the number of health personnel nationwide, with the latest data dating back to CY 2020.

To accomplish this, it is respectfully requested for your assistance in providing the comprehensive details of the designated personnel involved. Attached herewith is a sample template for your convenience and reference. Please ensure all necessary information is accurately filled out and submit the completed template via email to [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph) not later than March 12, 2024. Furthermore, the inclusion of an editable file for further processing is requested. In compliance with the provisions of the Data Privacy Act, all collected information will be retained only for the duration necessary for its intended purpose. Rest assured, all data will not be disclosed to any third parties without consent or unless mandated by law.

In updating the count of health personnel, a live editing through a provided link is provided to facilitate the actual encoding. To ensure smooth access, the email address of the designated focal person per region is required. Kindly furnish the name of the designated focal person via email on or before March 6, 2024.

For any clarifications or additional information, Mr. Dave R. Velasco, ADAS V, BLSS-SHD, will be reaching out to your respective office. Alternatively, you may contact him directly at tel. no. (02) 8632-9935 or via email at [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph).

Your cooperation in this matter is greatly appreciated.







Republic of the Philippines  
Department of Education

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3/13/24 SHD  
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