



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



06 May 2024

REGIONAL MEMORANDUM

No. 446, s. 2024

**To: Schools Division Superintendents
All Others Concerned**

**REQUEST FOR MEDICAL STAFF AS MEMBERS OF THE ADMINISTRATIVE
SUPPORT FOR THE ADMINISTRATION OF THE FY 2023 NATIONAL
QUALIFYING EXAMINATION FOR SCHOOL HEADS**

1. In reference to **DepEd Memorandum 013, s. 2024**, dated February 26, 2024, titled "*Administration of the Fiscal Year 2023 NQESH*", and **BHROD Memorandum No. DM-OUHROD-2024-0821** dated May 02, 2024, titled "*Guidelines for the Administration of the FY 2023 NQESH*" from the Office of the Undersecretary for Human Resource and Organizational Development, Hon. Wilfredo E. Cabral, this Office informs the field of the above-captioned subject.
2. Schools Division Superintendents shall recommend **one** (1) medical staff from their respective Divisions. A medical staff shall be a medical doctor or a nurse with an updated PRC license.
3. The medical staff shall bring first aid kits, a blood pressure monitoring device, a glucometer with strips, a stethoscope, and over-the-counter (OTC) drugs for emergency cases.
4. The recommended medical staff shall attend the mock examination on **May 19, 2024**, and the actual examination on **May 26, 2024**. Compensatory Time-Off shall be granted based on the Joint Circular Memorandum of DBM and CSC.
5. The medical staff shall be officially informed of their respective examination site assignments through a separate Memorandum.
6. The names of the medical staff shall be emailed to christian.espanol@deped.gov.ph, including their shirt size, on or before **May 08, 2024**.
7. For questions and clarification, please contact **Christian T. Español**, Education Program Supervisor, through christian.espanol@deped.gov.ph.
8. For immediate compliance.

JOCELYN DR. ANDAYA
Director IV