



Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES

July 9, 2024

DIVISION MEMORANDUM

DM-332 s. 2024

ANNUAL PHYSICAL EXAMINATION of DEPED EMPLOYEES

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Education Program Supervisors
Public Schools District Supervisors/In-Charge of the Districts
Section Heads and Unit Heads
All SDO Employees

1. Pursuant to DepEd Order No. 22, s. 2015, titled the same as above, all Department of Education (DepED) teaching and non-teaching personnel shall undergo annual physical examination in compliance with the Civil Service Commission Memorandum Circular No. 17, s 1989.

2. With this, the Schools Governance and Operations Division, through the Schools Health and Nutrition Unit will be having the Annual Physical Examination (**Form 86**) for all SDO Employees (Permanent and Contract of Service) on July 15 to 26, 2024 in the SGOD office with the following schedule for each office.

Office	Schedule	Office	Schedule
SDS, ASDS, Records and COA	July 15	ICT, Legal and Supply	July 19
Budget and Accounting	July 16	CID	July 25
Human Resource and Administrative (Guards, Aides, COS)	July 18	SGOD	July 26

3. The SHN is requesting employees with health morbidities/diseases to bring their list of drug maintenance, latest health examinations, laboratories and



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monitoring, and or newest health requests on their day of consultation. This is for the completion of the SDO Catanduanes Health Data Sheet Information (SDO Employees).

4. For immediate dissemination and strict compliance.

By the Authority of the Superintendent:

Amuliat
ATTY. NORLITO JR. P. AGUNDAY
Attorney III - Legal Officer
Officer-In-Charge *GA*

Encl. : As stated
References : DepEd Order No. 22, s 2015

To be indicated in the Perpetual Index
Under the following subject:
FORM 86
ANNUAL PHYSICAL EXAMINATION



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