



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

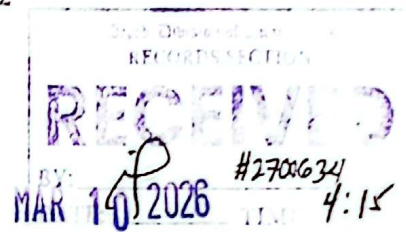
06 March 2026

REGIONAL MEMORANDUM

No. 00373, s. 2026

ADDENDUM/CORRIGENDUM
 TO THE REGIONAL MEMORANDUM NUMBER 1618, s. 2025
 ADMINISTRATION OF THE FY 2025 NATIONAL ASSESSMENT
 FOR SCHOOL HEADS (NASH) - BATCH 2

To : Assistant Regional Director
 Schools Division Superintendents
 Functional Division Chiefs, *this Office*
 NASH RTWG
 All Others Concerned



1. Relative to the Administration of the National Assessment for School Heads (NASH) as detailed in DepEd Memorandum No. 69, s. 2025, Regional Memorandum 1618, s. 2025, and in reference with DepEd Memorandum DM-OUIHROD-2025-3318 titled "Updates and Instructions on the Administration of the FY 2025 National Assessment for School Heads (NASH) - Batch 2", this Office provides all concerned with the following activities, specifically referred as the NASH Calendar for Batch 2:

NASH Calendar - Batch 2

Activity	Date	Venue
1. Profiling of Prospective Takers for FY 2025 NASH - Batch	November 11-24, 2025	Respective Offices (SDOs)
2. Application, Evaluation and Validation of Documents, and Submission of Final List of NASH Takers	December 8, 2025 - February 20, 2026	Respective Offices (SDOs)
3. Planning Conference on the Logistical Arrangements for FY 2025 NASH - Batch 2	February 19, 2026	DepEd ROV
4. Ocular Inspection of the Proposed Assessment Sites	March 5, 6, and 9, 2026	Tabaco City, Camarines Sur, Naga City, Masbate, Legazpi City
5. Orientation on Examinee Technical Needs and Resources	March 13, 2026	Online via MS Teams



San Roque, Virac, Catanduanes

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6. Planning Conference of the Regional Technical Working Group (RTWG – Lead)	March 17, 2026	DepEd ROV
7. Orientation of NASH RTWG	March 18, 2026	Within Legazpi City
8. Conduct of the Mock Assessment	March 22, 2026	Assessment Sites
9. Administration of the Actual NASH	March 29, 2026	Assessment Sites
10. Post-Conference and Evaluation	To be announced	To be announced

2. These series of structured activities shall be rolled to ensure the smooth administration of NASH Batch 2.

3. The list of RTWG together with the Terms of Reference will be issued in separate communication.

4. Meals and other expenses relative to the Administration of the FY 2025 National Assessment for School Heads (NASH) shall be covered by the registration fees collected as per Enclosure 5 of DM-OUHROD-2025-3318. Due to limited funds from the collections, travel expenses of the RTWG during the Ocular Inspection of the Proposed Assessment Sites, Orientation of NASH RTWG, Conduct of the Mock Assessment, Administration of the Actual NASH and Post-Conference and Evaluation shall be charged against local funds/MOOE subject to the usual accounting rules and regulations.

5. As per Enclosure 5 of DM-OUHROD-2025-3318, the following shall be considered in the payment of Honoraria to personnel from DepEd Central Office, Regional Office, Schools Division Office, Schools, and other personnel involved in the administration of the FY 2025 NASH:

- These personnel shall be required to render services beyond their regular duties and responsibilities;
- The activities will be conducted during weekends/non-working days;
- The computation of the honorarium for the FY 2025 NASH shall be based on the DBM Circular No. 2007-2 dated October 1, 2007, entitled "Guidelines on the Grant of Honoraria Due to Assignment in Government Special Projects", and
- The authority is subject to the approval of the Regional Director, in accordance with the existing budgeting, accounting, auditing, and procurement rules and regulations.



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6. Also provided in the same enclosure, Payment of Overtime Services shall be in accordance with the provisions in DepEd Order No. 30, s. 2016, entitled "Policies and Guidelines on Overtime Services and Payment in the Department of Education", as amended by DepEd Order No. 005, s. 2019. This applies to:

- Regional and Schools Division Office personnel who served as evaluators and validators during the application process for the FY2025 NASH;
- Personnel from the Regional Office, Schools Division Office, and Schools who served during the Mock and Actual administration of FY 2025 NASH
- In case of non-availment of overtime pay or unavailability of funds, a Compensatory Time Off (CTO) or Service Credits may be granted to DepEd personnel

7. For further questions, coordinate with the NASH Regional Technical Working Group (RTWG) at hrdd.nash@deped.gov.ph or nash.r5@deped.gov.ph.

8. For information, guidance, and compliance.

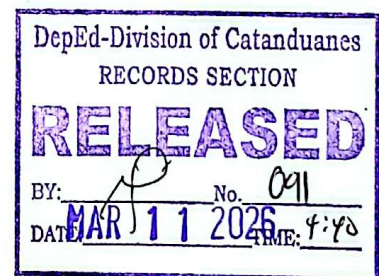

GILBERT T. SADSAD
Regional Director

March 11, 2026


MEMORANDUM:

To : Assistant Schools Division Superintendent
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

For information and compliance.



By Authority of the Schools Division Superintendent:


EVA S. TOLENTINO
Administrative Officer
Officer-In-Charge



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