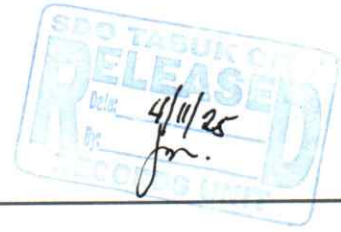




Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
Schools Division of Tabuk City



Office of the Schools Division Superintendent

April 11, 2025

DIVISION MEMORANDUM

No. 164, 2025

**SUBMISSION OF ANNUAL PHYSICAL HEALTH EXAMINATION FORM**

TO: OIC, Assistant Schools Division Superintendent  
Chiefs of SGOD and CID  
All Public Schools District Supervisors  
All Elementary and Secondary School Heads  
All School Health and Nutrition Personnel  
All Others Concerned

1. Pursuant to DepEd Memorandum No. 22, s 2015 titled "Annual Physical Examination of DepEd Employees (Teaching and Non-teaching personnel)" which states that "all Department of Education teaching and non-teaching personnel shall undergo annual physical examination in compliance with the Civil Service Commission Memorandum Circular No. 17, s. 1989", this Office directs all personnel to undergo annual physical examination for CY 2025 with their licensed physician of choice.

2. All personnel are *required* to undergo the following laboratory diagnostic examinations:  
a. CBC  
b. Urinalysis  
c. Chest X-ray (NON-PREGNANT ONLY)

3. The following laboratory diagnostic examinations are *recommended* for those who are 40 years old and above and/or those with related pre-existing medical condition (e.g. hypertension, dyslipidemia, diabetes mellitus, fatty liver disease, chronic kidney disease, gout):  
a. Lipid Profile  
b. Fasting Blood Sugar or HbA1c  
c. BUA  
d. Creatinine  
e. SGPT  
f. SGOT  
g. 12-Lead ECG

4. For school personnel, all Form 86 with attached diagnostic and laboratory results should be submitted to your respective school nurse for consolidation on or before June 6, 2025. Division office personnel may submit their form 86 to the nurse on duty at the School Health and Nutrition Office on or before June 6, 2025.

5. For strict compliance.

  
**BENEDICTA B. GAMATERO, PhD, CESO V**  
Schools Division Superintendent 



Address: BCS compound, Purok 2, Bulanao Norte, Tabuk City, Kalinga  
Email: [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
Website: <https://www.depedtabukcity.com>