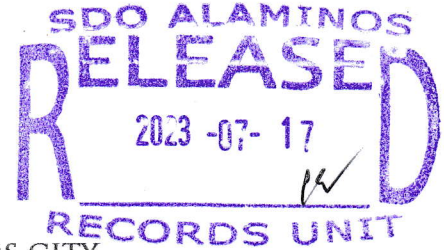




Republic of the Philippines  
**Department of Education**

REGION I  
 SCHOOLS DIVISION OFFICE OF ALAMINOS CITY



**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**DM-2023-328**

**TO :** Assistant Schools Division Superintendent  
 Chief Education Supervisors – CID & SGOD  
 Education Program Supervisors  
 All Heads of Public Elementary and Secondary Schools  
 All Others Concerned

**FROM :** Schools Division Superintendent

**SUBJECT : ANNUAL PHYSICAL EXAMINATION S.Y. 2023-2024**

**DATE :** July 14, 2023

1. Pursuant to Civil Service Commission Memorandum Circular No.17 s. 1989, MC No. 33 s. 1997, DepEd Memorandum No. 22, S. 2015, and DepEd ORDER No. 44 s. 2004, all DepEd personnel are required to undergo annual physical examination.
2. The objectives of the annual physical examination are the following:
  - a. determine the annual health status of all DepEd employees to determine the occurrence of illness and to treat the disease (e.g., Pulmonary Tuberculosis, Hypertension, Diabetes Mellitus, etc.), and
  - b. to ensure that all employees are physically fit to perform their assigned roles and functions to give quality, healthy and safe services as public servants.
3. The duration of this annual medical examination will be in July to September 2023. Below are the dates of the Nursing, Medical, and Dental Assessments:

DATE	OFFICE/SCHOOL
July 19, 24, and 27, 2023	Division Office
July 18, 2023	Pangapisan Integrated School
July 20, 2023	Alos NHS
July 21, 2023	San Vicente NHS
July 25, 2023s	Popantay ES
July 26, 2023	ACNHS (Batch 1)
August-September 2023	Cluster I, II, III, 189, ACNHS

4. Please follow your schedule. The detailed schedule for August to September 2023 will be posted once finalized.

***With hundred reasons to serve!***



**Address:** San Jose Drive, Poblacion, Alaminos City, Pangasinan  
**Telephone Number:** (075) 205 - 0644  
**Website:** [depedalaminoscity.com](http://depedalaminoscity.com)  
**Email Address:** [alaminos.city@deped.gov.ph](mailto:alaminos.city@deped.gov.ph)



Republic of the Philippines  
**Department of Education**

REGION I

SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

**Office of the Schools Division Superintendent**

5. The following are the guidelines of the annual physical examination:
  - a. Attached to the Health Examination Record (CS Form 86) are the original copy of the chest X-Ray (except for PREGNANT WOMEN), Urinalysis, and Complete Blood Count (CBC).
  - b. Chest X-Ray must be within 6 months, CBC, and Urinalysis within 1 month.
  - c. In case the chest X-Ray resulted positive for pulmonary tuberculosis (PTB), the employee will be referred to the City Health Office/WPDH DOTS and may require to undergo sputum examination;
  - d. Employees with a final diagnosis of PTB should file a leave of absence (2 weeks) and complete the recommended treatment and any condition that requires medical attention.
  - e. Oral Dental Check-up is also required for all personnel as part of the Annual Dental Examination.
  - f. C.S. Form 86 with attached Chest X-Ray, Urinalysis, CBC, and ECG (if available) results must be compiled by the School Nurse/ Clinic Teacher in their respective School Clinic and must be provided a copy to the SDO Alaminos City Health and Nutrition Unit on or before September 30, 2023.
  
6. For information, guidance and compliance.

**VIVIAN LUZ S. PAGATPATAN, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Schools Division Superintendent

  
ORLANDO J. GUERRERO EdD  
Chief Education Supervisor - CID

*With hundred reasons to serve!*