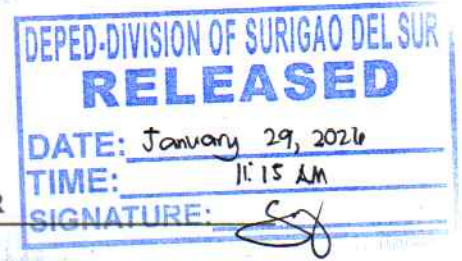




Republic of the Philippines
Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent



26, January 2026

Division MEMORANDUM
No. 046, s. 2026

To: All Education Program Supervisors
All Secondary Principals/School Heads
All Teaching and Non-Teaching Personnel
This Division

ANNUAL PHYSICAL EXAMINATION OF ALL DEPED EMPLOYEES

1. Pursuant to DepEd Memorandum 22, s. 2015, entitled *Annual Physical Examination of DepEd Employees (Teaching and Non-Teaching personnel)* and RA 11223, also known as the *Universal Health Care Act*, **all teaching and non-teaching personnel are required to undergo an Annual Physical Examination (APE).**
2. This medical examination aims to ensure the health and well-being of all employees, recognizing that physical condition significantly impacts quality of service delivery.
3. The following are the required diagnostic tests:
 - a. Chest Xray PA view – not required for pregnant women
 - b. Complete Blood Count
 - c. Urinalysis
4. For personnel with existing comorbidities (e.g. hypertension, diabetes mellitus, chronic kidney diseases, cardiovascular diseases, etc.) additional laboratory tests may be recommended by the Medical Officer or their attending physician, as deemed necessary.
5. An oral examination will also be conducted by the Division Dentist or any government/private dentists. School Health Division (SHD) Form 4-A must be signed by the examining dentist before obtaining the signature of the Medical Officer or any government/physician.
6. The expenses for the APE shall be charged against the Health Maintenance Organization (HMO) procured through the Medical Allowance of each personnel. All personnel are advised to have their laboratory tests conducted at any accredited medical laboratory or facility of their choice.
7. Consolidated reports on the Annual Health Examination must be submitted via email to surigaodelsur.division@depd.gov.ph on or before April 23, 2026.



Balilihan, Mabua, Tandag City, Surigao del Sur, 8300
(086) 211-3225
surigaodelsur.division@depd.gov.ph

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8. For any concerns, you may contact Ray Benito J. Moreno III, MD, Medical Officer III thru contact number 09389866411 or Hypzibah L. Andoy, RN Division Focal for nursing services report thru contact number 09090675351.

9. For your information, guidance and compliance.


LORENZO O. MACASOCOL, CESO V
Schools Division Superintendent

Encl.: Memorandum
References:

HLA//Annual Physical Examination of All DepEd Employees
_____/Jan.. 26, 2026



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