




Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Administrative Region
Division of Surigao del Sur
Tandag City



DIVISION MEMORANDUM

No. 077, s. 2019

TO: All Public Schools District Supervisors
All Elementary and Secondary School Heads/Principals
All Teaching and Non-Teaching Personnel
All other Concerned

FROM:  **MARILOU B. DEDUMO, Ph.D. CESO V**
Schools Division Superintendent

SUBJECT: **Annual Physical Examination for Teachers and Non-Teaching Personnel CY 2019**

DATE : January 21, 2019

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1. The Civil Service Commission Memorandum Circular No. 17, s. 1989 states that All DepEd Teaching and Non-Teaching Personnel shall undergo annual physical examination.
 2. The Annual Physical Examination shall be conducted to ensure that employees are physically fit to perform their assigned roles and functions to give quality, healthy and safe services as public servant.
 3. All DepEd Employees are required to undergo Laboratory or Diagnostic tests which includes:
 - A. Complete Blood Count (CBC), Urine Analysis, Standard Chest X-ray (except for pregnant women). Pregnant women are required to submit Sputum Analysis in lieu of Chest X-ray.
 - B. Additional Tests:
 - a. For female employees, Pap Smear (21years old and above) and mammogram (40years old and above)
 - b. For male employees, Digital Rectal Exam and prostate screening (40years old and above)
 - c. For personnel who are 40years old and above and those who are hypertensive and diabetic: Fasting Blood Sugar (FBS), Lipid Profile, Creatinine, Uric Acid, SGPT and ECG.
 4. All personnel who had their laboratory medical examination six (6) months before the schedule will still undergo the annual physical examination except Chest X-ray.
 5. Oral Dental Evaluation is also required to all personnel as part of Annual Dental Clearance.
 6. Form 86 will be utilized in accordance to DepEd Memorandum No. 22, s. 2015
 7. A district consolidated report on the annual health examination shall be submitted to the Division Office at the SGOD-SHD unit on or before April 30, 2018.
 8. For your guidance and strict compliance.