



February 29, 2024

Division Memorandum


No. 71 s, 2024

DIVISION ANNUAL PHYSICAL EXAMINATION FOR TEACHING AND NON-TEACHING PERSONNEL

To: Assistant Schools Division Superintendent) SGOD, CTD
Chief Education Supervisors) SGOD, CTD
Education Program Supervisors) SGOD, CTD
Public Schools District Supervisors) SGOD, CTD
All Division Office Personnel) All levels
All School Heads/Principals) All levels
All Teaching and Non-Teaching Personnel) All levels
This Division) All levels



1. CSC Memorandum Circular No. 17, s.1989 mandates government officials and personnel to undergo an annual physical examination in order to maintain a healthy government workforce that can adequately meet the requirements of safe and efficient public service.
2. In compliance thereof, all teaching and non-teaching personnel are hereby required to undergo the following diagnostic tests as part of the Annual Physical Examination:
 - a. Blood Chemistry (*Lipid Profile, Creatinine, SGPT, Uric Acid and FBS*)
 - b. CBC with platelet
 - c. Urinalysis
 - d. Chest X-ray
 - e. Sputum Microscopy (for pregnant women in lieu of Chest X-ray)
3. Considering that our School Health Section personnel will still have to conduct assessment of the laboratory results beginning April 1 up to May 10, 2024, all teaching and non-teaching personnel are hereby instructed to have their physical examination within this month of March.
4. Clinic teachers are advised to safe keep all Health Cards with attached laboratory results in their respective School Clinics (Secondary)/Central School's Clinics (Elementary). While those of the Division Office personnel shall be kept on file by the School Health Section.
5. On the other hand, a free Oral Health Examination shall also be conducted by the Division Dentists starting May 2024 for all public elementary and secondary teaching and non-teaching personnel. The schedule of this examination shall be announced later through the District Nurses.
6. School Heads are instructed to facilitate the dissemination of this memorandum to ensure that all teaching and non-teaching personnel in their respective schools will be able to comply with this directive.
7. For guidance, and strict compliance.


LOURMA I. POCULAN, CESO VI
Assistant Schools Division Superintendent
Officer In-charge
DepEd Pagadian City Division

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_____/01/09/2024

