



Republic of the Philippines
Department of Education
 Region IX, Zamboanga Peninsula



Division of Pagadian City

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March 6, 2025

Division Memorandum

No. 53 s, 2025

DIVISION ANNUAL PHYSICAL EXAMINATION FOR TEACHING AND NON-TEACHING PERSONNEL

To: Division Chiefs
 Education Program Supervisors
 Public Schools District Supervisors
 Section Heads/School Heads (Public Elementary & Secondary Schools)
 Teaching and Non-Teaching Personnel
 This Division

1. Pursuant to CSC Memorandum Circular No. 17, s.1989, an Annual Physical Examination shall be conducted in order to ensure that all teaching and non-teaching personnel in the Division of Pagadian City are physically fit in the performance of their assigned roles and functions as public servants, hence, providing quality, healthy and safe services to clientele.
2. The following are the required diagnostic tests for the Annual Physical Examination:
 - Blood Chemistry (Lipid Profile, FBS/ HBA1C, Creatinine, SGPT, Uric Acid)
 - CBC with platelet
 - Urinalysis
 - ECG
 - Chest X-ray
 - Sputum Microscopy (for pregnant women in lieu of Chest X-ray)
3. 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 for the SDO personnel, the Health cards will be kept in the School Health Section .
4. Deadline for the submission and collection of laboratory results by the school Principal/Head will be on May 30, 2025.
5. Schedule for the assessment and validation of laboratory result :

CENTRAL DISTRICT	JUNE 2, 2025
NORTH DISTRICT	JUNE 3, 2025
EAST DISTRICT	JUNE 4, 2025
WEST DISTRICT	JUNE 5, 2025
6. School Heads are requested to facilitate in the dissemination of this memorandum in order to ensure that all teachers and non-teaching personnel in their respective school shall undergo the said Physical Examination.
7. For information, guidance, and strict compliance.


DANNE B. CORDOVA, CESO V
 Schools Division Superintendent

