



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
**SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ**

September 04, 2025

**SCHOOLS DIVISION MEMORANDUM**

No. 279, s. 2025

**SCHOOLS DIVISION ANNUAL PHYSICAL EXAMINATION**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Elementary and Secondary Heads  
All Others Concerned

1. Pursuant to **Civil Service Commission Memorandum Circular No.17, s.1989** titled *Physical and Mental Fitness for Continued Employment in the Public Service*, this Office announces the conduct of Annual Physical Examination of all teaching and non-teaching personnel from September 9 until October 18, 2025, thru the Enhanced PhilHealth Konsulta Package at the Ospital ng Lungsod ng Science City of Munoz (OSLAM).
2. The purpose of this activity is to ensure that all personnel in the agency are physically fit to perform their assigned tasks and functions efficiently to provide quality service to all stakeholders and their clientele.
3. The diagnostics examination required by the agency includes Complete Blood Count, Blood Chemistry (FBS, Lipid Profile, Creatinine, Serum Uric Acid, SGPT), Urinalysis, Chest Radiology with the exclusion of pregnant employees and 12 Lead ECG among personnel with co-morbidity and above 40 years of age.
4. All concerned personnel are required to have no food and liquid intake for 10 hours prior to blood extraction and should take a light meal or snack before fasting. All are advised to avoid alcohol intake and must be well rested before the scheduled examination. Wearing a white cotton t shirt and non-wire brassieres for female employees is a must to avoid inaccurate chest radiology results, and preferably no wearing of gold or metal jewelry during the ECG taking.
5. The School Health and Nutrition Unit shall also provide medical consultation, health analyses, treatment and referral to all personnel once laboratory results are at hand.
6. Enclosed is the schedule of the annual medical examination for your guidance. Personnel who will fail to comply within the scheduled date shall be accommodated after the last day of the activity.
7. For queries, please contact MARIANNE C. CORONEL, MD, Medical Officer III through Facebook messenger or via Deped Email at [marianne.coronel@deped.gov.ph](mailto:marianne.coronel@deped.gov.ph).
8. Wide dissemination of this Memorandum is earnestly desired.

Encl: As stated  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subjects:

ANNUAL PHYSICAL EXAMINATION  
SGOD/MCCoronel  
20/September 04, 2025



**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

Attachment No. 1

**MON-FRI 7:00AM**

**SAT-SUN 8:00AM**

<b>Date</b>	<b>Day</b>	<b>Offices</b>	<b>No. of Personnel to be Accomodated</b>
09/09/2025	TUES	OSDS (Admin, Personnel, Payroll, Supply, Records, Cash, Acctg, ICTU, Budget)	25
10/09/2025	WED	OSDS (SGOD & CID)	27
11/09/2025	THURS	ASDS, SDS	6
		Franza ES	9
		Rizal ES	11
12/09/2025	FRI	CURVA IS	16
		Pandalla ES	8
13/09/2025	SAT	MNCS	26
14/09/2025	SUN	Bagong Sikat ES	11
		Balante ES	10
		Naglabrahan PS	6
15/09/2025	MON	Bantug ES	17
		Bical ES	10
16/09/2025	TUES	Villa Nati	9
		San Andres	13
17/09/2025	WED	DepEd CLSU	22
18/09/2025	THURS	Magtanggol IS	18
		Calabalabaan	9
19/09/2025	FRI	Gabaldon IS	33
20/09/2025	SAT	Cabisuculan	10
		Calisitan	10
		Tekila Grace MS	5
21/09/2025	SUN	Linglingay	16
		Mapangpang	9
22/09/2025	MON	Maligaya IS	29
23/09/2025	TUES	Maragol Elem	13
		Sapang Cawayan	10
24/09/2025	WED	Maragol JHS	19
		Mangandingay	10
25/09/2025	THURS	MNHS Main SHS	25
26/09/2025	FRI	MNHS Main SHS	25

27/09/2025	SAT	MNHS Main SHS	25
28/09/2025	SUN	MNHS Main SHS	13
		Villa Santos	10
29/09/2025	MON	Central	25
30/09/2025	TUES	Central	25
01/10/2025	WED	Central	17
		Licaong	10
02/10/2025	THURS	MNHS Annex SHS	23
03/10/2025	FRI	MNHS Annex JHS	27
04/10/2025	SAT	MNHS Annex JHS	28
05/10/2025	SUN	Palusapis Elem	17
		Villa Cuizon	8
06/10/2025	MON	Palusapis JHS	25
07/10/2025	TUES	SAIS	25
08/10/2025	WED	SAIS	19
		ALS	9
09/10/2025	THURS	San Felipe	10
		Villa Isla	13
10/10/2025	FRI	RVA ES	10
		Rang-ayan	12
11/10/2025	SAT	Main JHS	25
12/10/2025	SUN	Main JHS	25
13/10/2025	MON	Main JHS	25
14/10/2025	TUES	Main JHS	25
15/10/2025	WED	Main JHS	25
16/10/2025	THURS	Main JHS	25
17/10/2025	FRI	Main JHS	25
18/10/2025	SAT	Main JHS	18