



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

April 8, 2026

DIVISION MEMORANDUM

No. 209 s. 2026

**ANNUAL PHYSICAL EXAMINATION OF TEACHING AND
NON-TEACHING PERSONNEL**

To: **Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Senior/Education Program Specialists
Public Schools District Supervisors
Principals In-charge of the District/ Head Teacher In-charge of the District
Heads of Public Elementary, Secondary and Integrated Schools
School Health and Nutrition Section Personnel/Secondary School Nurses
Teaching and Non-Teaching Personnel
All Others Concerned**

1. Pursuant to Civil Service Commission Memorandum Circular No. 17, s. 1989 and in compliance with DepEd Order No. 14, s. 2020, titled "**Guidelines on the Required Health Standards in the Basic Education Offices and Schools**", under enclosure No. 3, item III. B. 1 which states that the office shall ensure that all personnel undergo an annual physical examination in accordance with the provision of RA 11223 or the Universal Health Care and its Implementing Rules and Regulations.
2. Given the foregoing, the SHNS will be conducting health profiling for teaching and non-teaching personnel from April 2026 – May 2026 (please find attached Enclosure 1 for the list of districts with scheduled dates and venue).
3. In connection to the Memorandum **DM-OUOPS- 2024-02-01300 on the Guidance on the Mandatory 30-Day Vacation for Teachers**, the submission and participation to the above scheduled profiling is **VOLUNTARY** especially to the teaching personnel.
4. Personnel who cannot make it on their scheduled date may opt to see the Medical Officer III at the SHNS Division Office clinic for an annual check-up. You may call the Division Office trunk line for the availability of Medical Officer III.
5. Required diagnostic tests for medical examination are as follows:
 - a. CBC with platelet count;
 - b. Urinalysis;
 - c. Chest X-ray (Chest X-ray result within six (6) months prior to scheduled examination will be considered);



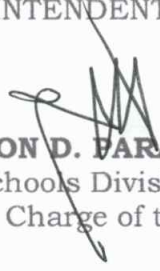
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- d. Additional laboratory tests may be requested upon assessment by Medical Officer III.
6. You may secure laboratory requests from the Medical Officer III or any Government Physician.
7. Immediate and wide dissemination of this Memorandum is directed.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:


RAMON D. FARAS JR. CESE
Assistant Schools Division Superintendent
In – Charge of the Division

Enclosure: As stated.

Reference: Civil Service Commission Memorandum Circular No. 17, s. 1989
DepEd Order No. 14, s. 2020

To be indicated in the Perpetual Index under the following subjects

HEALTH EDUCATION PREVENTION PROGRAMS

RMF/rds



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Enclosure 1 to Division Memorandum No. 209, s. 2026

**SCHEDULE OF HEALTH PROFILING FOR TEACHING (VOLUNTARY) AND
NON-TEACHING PERSONNEL
APRIL – MAY 2026**

DATE	DISTRICT	VENUE
April 20, 2026	Division Office Personnel	Division Office
April 21, 2026	Lezo	Division Office
April 22, 2026	Malay	Division Office
April 23, 2026	Buruanga	Division Office
April 27, 2026	Altavas	Division Office
April 28, 2026	Batan	Division Office
April 29, 2026	Nabas	Division Office
April 30, 2026	Balete	Division Office
May 4, 2026	Ibajay II	Division Office
May 5, 2026	Ibajay I	Division Office
May 6, 2026	New Washington	Division Office
May 7, 2026	Tangalan	Division Office
May 18, 2026	Banga	Division Office
May 19, 2026	Numancia	Division Office
May 20, 2026	Madalag	Division Office
May 21, 2026	Malinao	Division Office
May 25, 2026	Makato	Division Office
May 26, 2026	Libacao	Division Office
May 27, 2026	Kalibo I	Division Office
May 28, 2026	Kalibo II	Division Office