



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

July 1, 2024

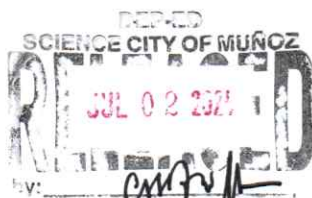
SCHOOLS DIVISION MEMORANDUM

No. 208, s. 2024

SCHOOLS DIVISION ANNUAL PHYSICAL EXAMINATION OF DEPED PERSONNEL

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 Medical Examination among teaching and non-teaching personnel on July 10-13, 2024 from 5:00 am to 12 noon at Munoz National High School Main JHS.
2. The purpose of this activity is to ensure that all personnel in the agency are physically and mentally fit to perform their assigned tasks and functions efficiently to provide quality service to all stakeholders and its clientele.
3. The diagnostics examination required by the agency include Complete Blood Count, Blood Chemistry, 12 Lead ECG and Chest Radiology with the exclusion of pregnant employees.
4. All concerned personnel are required to have no food and liquid intake for 10 to 12 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 employees is a must to avoid inaccurate chest radiology results, and preferably no wearing of gold or metal jewelries during the ECG taking.
5. The School Health and Nutrition Unit shall provide medical consultation, health analyses, treatment and referrals to all personnel once laboratory results are at hand.
6. Enclosed is the schedule of the annual medical examination for your guidance.
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.
8. Wide dissemination of this Memorandum is earnestly desired.



JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

Encl: As stated
Reference: None
To be indicated in the Perpetual Index
Under the following subjects:
ANNUAL PHYSICAL EXAM/ OK SA DEPED
SGOD/ MCC- SHNU- MO3
014/ JULY 01, 2024



Address: Brgy. Rizal, Science City of Muñoz, 3119
Telephone No.: (044) 806 -2192; Email Address: munozscience.city@deped.gov.ph



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Attachment No. 1

Schedule of Annual Medical Examination

Date	Cluster	Division Office	Venue
July 10,2024	North and West, including Integrated School	SGOD	MNHS Main JHS
July 11,2024	South and East including Integrated School	OSDS	MNHS Main JHS
July 12,2024	Secondary (JHS, SHS and Annex)	CID	MNHS Main JHS

Time of arrival and blood extraction is between 5:00 am to 7:00 am. With strict compliance with the required 10 to 12 hours of fasting