



Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

03 February 2026

DIVISION MEMORANDUM

No. 079 s. 2026

**PUSH (PROFESSIONAL UPLIFTMENT OF SCHOOL HEADS) TAYABAS CITY
EDITION: REVIEW OF ASPIRING SCHOOL PRINCIPALS FOR THE
NATIONAL ASSESSMENT FOR SCHOOL HEADS (NASH)
AND RELATED MATTERS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. The Department of Education (DepEd) issued **DepEd Order (DO) No. 007, s. 2023** titled **Guidelines on Recruitment, Selection, and Appointment in the Department of Education**, which covers the specific guidelines, procedures, and criteria for assessment of applicants to vacant positions in the Department, including entry-level school principal positions. It stipulates under Section 8(a) of Enclosure No. 3 (Criteria and Point System for Hiring and Promotion to School Administration Positions) that:

For the purpose of hiring and appointment to entry-level school principal positions, the applicant's score in the Principal's Test/ National Qualifying Examination for School Heads (NQESH) or a similar standardized examination nationally administered by DepEd shall be the basis for scoring the component on Written Examination (10 points); and

The applicant's inability to take the principal's test shall not be considered grounds for disqualification. No test result shall only mean no score under the Written Examination component.

2. Consistent with the above policy, DepEd, through the Bureau of Human Resource and Organizational Development, issues the **DepEd Memorandum No. 069, s. 2025 – Administration of the National Assessment for School Heads (NASH) for Fiscal Year 2025**, to be conducted on **March 29, 2026**.

3. To provide support to the identified test-takers for Batch 2, a series of face-to-face training sessions is initiated to enhance their competence and confidence, through the project dubbed **PUSH (Professional Upliftment of School Heads), Tayabas Edition**, from the **1st week of February to 1st Week of March, 2026**, at **3:00-5:00 P.M.** at the **4th Floor of SDO Tayabas City**.

4. Before the review, a **timed 200-item pre-test (150 minutes)** shall be conducted online, at the test-takers' own time and in their own space.

Hence, test-takers should ensure that:


- They have a **stable internet connection** and a reliable device to avoid interruptions during the test.
- Their environment is **quiet, well-lit, and free from distractions**, allowing them to focus fully on the examination.
- They log in to the platform **ahead of time** to check access, functionality, and readiness.
- They prepare necessary materials (scratch paper, pens) before starting.
- They manage their time wisely, keeping track of the 150-minute limit to maximize performance.
- They uphold **academic integrity**, answering honestly and independently, as the pre-test is designed to measure their own readiness and guide the review process.

Note: Access will be forwarded to the takers' respective *Microsoft 365 DepEd email address*. The pre-test must be taken on or before **February 4, 2026, 12:00 midnight**.

5. This pre-test serves not only as an assessment but also as a **diagnostic tool** to identify strengths and areas for improvement, ensuring that the upcoming review sessions are purposeful, targeted, and effective.

6. Attached are Enclosure 1- List of Identified Test-Takers and Enclosure 2- List of Resource Speakers/Facilitators and Technical Working Committee.

7. Widest dissemination and strict compliance of this Memorandum is desired.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: As stated

References: DepEd Order (DO) No. 007, s. 2023

DepEd Memorandum No. 069, s. 2025

To be indicated in the Perpetual Index
under the following subjects:

ASSESSMENT
PRINCIPAL
SCHOOL

SGOD- push (professional upliftment of school heads) tayabas city edition:review of aspiring school principals for the national assessment for school heads (nash) and related matters
SGOQEBK-004263/February 3, 2026

Enclosure 1

LIST OF IDENTIFIED TEST-TAKERS

No.	Name	No.	Name
1.	Jean Rose S. Gonzaga	22.	Glenda A. Capistrano
2.	La Trisha R. Dalit	23.	Rousean D. Villalon
3.	Johncent Roy C. Tibordo	24.	Cornelia N. Castillo
4.	John Benedict M. Aguerra	25.	Sheila S. Pingol
5.	Shiela May Balamban	26.	Christine V. Cabuyao
6.	Myra G. Flores	27.	Akeem Aron P. Valdeavilla
7.	Charlyn Amparo	28.	Gerardo A. Laguador
8.	Joan Kathleen T. Brizuela	29.	Sigrid F. Tibordo
9.	Ariel C. Cabuyao	30.	Cynthia S. Zorilla
10.	Reymart P. Villapeña	31.	Erico P. Ybardolaza
11.	Montano L. Agudilla Jr	32.	Sherelyn S. Alcantara
12.	Ramona R. Gata	33.	Ruel A. Cabuyao
13.	Nezsi A. Garcia	34.	Simplicio B. Rato
14.	John Menard R. Lavadia	35.	Jojo J. Oabel
15.	Nerissa G. Pasatiempo	36.	Raquel Merano
16.	Francis M. Navela II	37.	Adrian D. Naynes
17.	Ryan Chester Z. Manzanares	38.	Marites E. Sanchez
18.	Garry S. Villaverde	39.	Aldwin O. Rea
19.	John Carlo S. Leynes	40.	Elsa A. Isaga
20.	Joanna Marie T. Javier	41.	Gregorio G. Constantino
21.	Noela Alita V. Cabuyao		

Enclosure 2

LIST OF RESOURCE SPEAKERS/FACILITATORS

Domains	Resource Speakers/Facilitators	Schedule (every 3:00-5:00 p.m.)
1. Leading Strategically	Michael Safred	February 6, 2026
	Larvin Labrada	February 6, 2026
2. Managing School Operations and Resources	Ronan R. Ranillo	February 9, 2026
	Cherry Hugo	February 9, 2026
3. Focusing on Teaching and Learning	Rempson Sumilang	February 20, 2026
	Regicelle D. Cabaysa	February 20, 2026
4. Developing Self and Others	Alona Crisanto	February 27, 2026
	Joy Go	February 27, 2026
5. Building Connections	Mary Grace Cabili	March 6, 2026
	Democrito Cabile Jr.	March 6, 2026

Enclosure 3

TECHNICAL WORKING COMMITTEE

No.	Complete Name	Position/Designation
1.	Herbert D. Perez	Assistant Schools Division Superintendent
2.	Imelda C. Raymundo	Chief Education Supervisor
3.	Luzviminda E. Saldares	Senior Education Program Specialist-HRDS
4.	Arjoy C. Demandante	Administrative Assistant III