



Republic of the Philippines

## Department of Education

REGION IV- A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

27 October 2025

DIVISION MEMORANDUM  
No. 772 s. 2025

### **SUBMISSION OF NATIONAL ASSESSMENT FOR SCHOOL HEADS (NASH) 2025- BATCH 2 REQUIREMENTS FOR EVALUATION AND VALIDATION 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, Batch 2**, to be conducted on **December 7, 2025**.

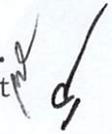
3. Note that the following are eligible to take the said exam:

- a. Head Teachers and Assistant School Principals (regardless of whether they meet the QS for School Principal I)
- b. FY 2021 NQESH Category C takers
- c. FY 2023 NQESH Category B and C takers
- d. Other personnel who are qualified based on the new CSC-Approved QS



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4. Interested applicants are required to submit requirements, to the Records Section, **on or before November 14, 2025**. The submission of application must be accompanied by clear and readable documentary requirements confirming the applicant's attainment of the newly Civil Service Commission (CSC)-approved Qualification Standards and eligibility as FY 2025 NASH Batch 2 Takers:
  - a. Photocopy of the approved Individual Performance Commitment and Rating Form (IPCRF) with a rating of at least Very Satisfactory in the last 2 (2) consecutive rating periods duly certified by the authorized personnel in the SDO;
  - b. Original copy of Service Record duly certified by the Administrative Officer V of the Schools Division Office;
  - c. Photocopy of the Transcript of Records or Diploma certifying the attainment of relevant master's degree;
  - d. Two (2) pieces of passport size picture, with name tag taken within the last six (6) months with the signature of the applicant at the back.
5. 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 November 3 to December 3, 2025** at 3:00-5:00 P.M. at the ASDS Conference Room. A separate memorandum shall be released, relative to this technical assistance.
6. Attached are Enclosure 1-List of Interested Applicants and Enclosure 2-Technical Working Committee.
7. Other personnel who have not expressed interest and intentions and have not been enlisted, may also submit the above-mentioned requirements.
8. 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:

#### PROFESSIONAL DEVELOPMENT

SGOD- submission of national assessment for school heads (nash) 2025-batch 2 requirements for evaluation and validation and related matters  
SGOQOB57-003759/October 27, 2025

Enclosure 1

**LIST OF PERSONNEL INTERESTED TO TAKE THE NATIONAL ASSESSMENT  
FOR SCHOOL HEADS (NASH)**

| <b>NO.</b> | <b>NAME</b>               | <b>POSITION/DESIGNATION</b> |
|------------|---------------------------|-----------------------------|
| 1          | Myra G. Flores            | Master Teacher I            |
| 2          | Laarni Q. Lachica         | Master Teacher I            |
| 3          | Francis M. Navela II      | Master Teacher I            |
| 4          | Adrian N. Naynes          | Head Teacher I              |
| 5          | Raquel H. Reyes           | Master Teacher I            |
| 6          | Alita C. Rodriguez        | Teacher III                 |
| 7          | Erico P. Ybardolaza       | Head Teacher IV             |
| 8          | Abegail O. Zagala         | Teacher III                 |
| 9          | Cynthia S. Zorilla        | Head Teacher IV             |
| 10         | Annadel O. Gob            | Master Teacher I            |
| 11         | Johncent Roy C. Tibordo   | Master Teacher I            |
| 12         | Chargmne J. Alvarez       | Teacher III                 |
| 13         | John Michael G. Losañez   | Special Science Teacher I   |
| 14         | Rousean D. Villalon       | Teacher III                 |
| 15         | Jean Rose S. Gonzaga      | Teacher III                 |
| 16         | Ramona R. Gata            | Teacher III                 |
| 17         | Shiela May M. Balamban    | Teacher III                 |
| 18         | Noela Alita V. Cabuyao    | Master Teacher I            |
| 19         | Garry S. Villaverde       | Master Teacher II           |
| 20         | Ruel A. Cabuyao           | Teacher III                 |
| 21         | Virgilio Jao Jr.          | Master teacher I            |
| 22         | Maricar C. Francia        | Teacher III                 |
| 23         | Joanna Marie T. Javier    | Teacher III                 |
| 24         | Nezsi A. Garcia           | Master Teacher I            |
| 25         | Charlyn C. Amparo         | Master Teacher I            |
| 26         | Jerwin D. Arpia           | Teacher III                 |
| 27         | Jasmin P. Flores          | Master Teacher II           |
| 28         | Sigrid F. Tibordo         | Master Teacher I            |
| 29         | Reymart Villapeña         | Master Teacher I            |
| 30         | Aldwin Rea                | Teacher III                 |
| 31         | Ariel C. Cabuyao          | PDO II                      |
| 32         | Joan Kathleen T. Brizuela | EPS II                      |
| 33         | Montano L. Agudilla Jr.   | SEPS – SMME                 |
| 34         | La Trisha R. Dalit        | EPS II                      |
| 35         | Fitz James J. Lavadia     | Master Teacher I            |
| 36         | Christine V. Cabuyao      | Master Teacher I            |
| 37         | William V. Rondilla       | Teacher III                 |
| 38         | Sheila S. Pingol          | Teacher III                 |
| 39         | Sherelyn S. Alcantara     | Master Teacher I            |
| 40         | Gerardo Laguador          | Master Teacher I            |
| 41         | Ryan Sombrero             | Teacher III                 |
| 42         | Akeem Aron Valdeavilla    | Teacher III                 |
| 43         | Jojo Oabel                | Teacher III                 |
| 44         | Nerissa G. Pasatiempo     | Teacher III                 |

Enclosure 2

**TECHNICAL WORKING COMMITTEE**

| <b>NO.</b> | <b>NAME</b>             | <b>POSITION/DESIGNATION</b>                  |
|------------|-------------------------|--|
| 1          | Herbert D. Perez        | Assistant Schools Division<br>Superintendent |
| 2          | Imelda C. Raymundo      | Chief Education Supervisor                   |
| 3          | Luzviminda E. Saldares  | Senior Education Program Specialist-<br>HRDS |
| 4          | Montano L. Agudilla Jr. | Senior Education Program Specialist-<br>M&E  |
| 5          | La Trisha R. Dalit      | Education Program Specialist II              |
| 6          | Arjoy C. Demandante     | Administrative Assistant III                 |