



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY

February 29, 2024

DIVISION MEMORANDUM

No. FO s, 2024

**SUBMISSION OF DOCUMENTS FOR THE ADMINISTRATION OF THE FISCAL
2023 NATIONAL QUALIFYING EXAMINATION FOR SCHOOL HEADS**

To: Chiefs, SGOD and CID
School heads
Teachers
All Others Concerned

1. Attached is DepEd Memorandum No. 013, s. 2024 and Regional Memorandum No. 221, s. 2024 re: Administration of the Fiscal year 2023 National Qualifying Examination for School Heads (NQESH). Anent to it, this Office, through the Human Resource Development Section in coordination with Monitoring and Evaluation Section, hereby direct all qualified applicants to submit pertinent documents for pre-assessment thru the link: <https://forms.gle/Cq46xZE1EnzqTMsF6> on or before March 3, 2024. Applicants must prepare and scan the documentary requirements through a single word document in PDF form and upload through the said link. This will be the basis of the Monitoring and Evaluation Section for endorsement through a master list of qualified applicants which shall serve as reference for RO Validators in prioritizing the review of applications.

2. Aspiring school heads are qualified to apply for NQESH provided they meet the qualification requirements and has acquired any of the following experience requirements as of February 29, 2023, consistent with DO 39, s. 2007 (Modified Qualifications Standards for the Positions of Head Teachers and Principals) and DO 41, s. 2016 and following the order of priority for consideration in the selection of final list of examinees. To wit:

- a. Head Teacher for at least one year experience in public elementary or secondary schools
- b. Assistant School Principal without eligibility
- c. Officer-in-Charge (OIC)/TIC for at least two years
- d. Master Teacher for at least two years

3. The minimum are requirements as follow:

- a. Latest Service Records
- b. Appointment
- c. Duly approved Special Order (for TIC/OIC)
- d. Approved IPCRF (minimum of 2 years)

4. Meanwhile, interested applicant shall do the online application on March 6 to 15, 2024 as directed in the same by creating an account in the NQESH Online Application System (NQESH-OAS) through the link: <https://bit.ly/FY2023NOESHApplicants> .

5. Immediate dissemination with this Memorandum is highly desired.

SHERLITA A. PALMA, EdD, CESO VI

Schools Division Superintendent



Reference: DepEd Memorandum 013, s. 2024 & Regional Memorandum No.221, s. 2024

Attachment: the same document

02/29/2024 HRD



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