



Republic of the Philippines  
**Department of Education**  
REGION III  
Schools Division of Bulacan

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July 6, 2022

DIVISION MEMORANDUM

No. 229, s. 2022

**SDO PERSONNEL ANNUAL LABORATORY AND PHYSICAL EXAMINATION**

To: Assistant Schools Division Superintendents  
Division Chiefs  
Unit Heads of OSDS  
All others Concerned

1. Anent to DepEd Memorandum No. 22 s 2015, entitled Annual Physical Examination of All DepEd Employees (Teaching and Non-Teaching Personnel), and in compliance to RA 11223 on the Universal Health Care Act and Its Implementing Rules and Regulations, this Office shall conduct annual physical examination among all personnel on or before July 29, 2022 (specific date will be announced prior to the conduct of the activity) at SDO Conference Hall.
2. The activity aims to determine the annual health status of employees and to detect the occurrence of illness (PTB, Hypertension, Diabetes Mellitus). If it has already set in and thereafter, prevent its further progression, if not totally treat it, and to ensure that all personnel are physically, mentally, and emotionally fit to perform their best in the delivery of their mandated services.
3. Annual Physical Examination Package includes the following:
  - a. Complete Blood Count
  - b. Urinalysis (Macroscopic and Chemical Examination)
  - c. Fasting Blood Sugar
  - d. BUN
  - e. Creatinine
  - f. Blood Uric Acid
  - g. Lipid Profile
  - h. SGPT
  - i. SGOT
  - j. Alkaline Phosphate
  - k. Serum Sodium
  - l. Serum Potassium
  - m. 12 Lead ECG
  - n. Chest X-ray



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4. Employees who are health at risk may avail of the following laboratory services (List of employees shall be provided).
  - a. HB A1C (60 pax)
  - b. Pap Smear (20 pax)
  - c. PLAC Test (40 pax)
5. All employees who shall undergo laboratory examinations are advised not to take anything by mouth (NPO) after midnight until the tests are done the following morning.
6. Expenses to be incurred in the conduct of the activity shall be charged against GAD Fund subject to usual accounting and auditing rules and procedures.
7. It is expected that all participants observe the minimum health standard protocols in compliance to Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines for the Management of Emerging Infectious Disease as pre-emptive interventions to combat COVID 19.
8. Immediate and wide dissemination of this Memorandum is desired.

**ZENIA G. MOSTOLES, Ed.D. CESO V**  
Schools Division Superintendent

