



Republic of the Philippines  
**Department of Education**

REGION XI  
SCHOOLS DIVISION OF DAVAO ORIENTAL

**Office of the Schools Division Superintendent**

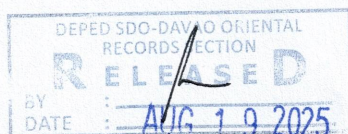
DIVISION MEMORANDUM

No. 073, s. 2025

**ADMINISTRATION OF THE NATIONAL ASSESSMENT FOR SCHOOL HEADS  
(NASH) FOR FISCAL YEAR 2025**

To : Assistant Schools Division Superintendent  
Chief Education Supervisors, CID & SGOD  
Public Secondary School Heads  
Public Elementary School Heads  
All Others Concerned

1. Pursuant to DepEd Memorandum No. 069, s. 2025, titled *Administration of the National Assessment for School Heads for Fiscal Year 2025*, this Office hereby enjoins all concerned to undertake the necessary preparations and actions in accordance with the provisions of the said issuance.
2. Candidates are required to submit their duly accomplished **Registration Form** to the SDO Personnel Unit on or before **August 20, 2025**. The list of NASH Batch 1 Takers and the Registration Form may be accessed and downloaded via this link: <https://tinyurl.com/2025-NASHBatch1Takers>.
3. The submission of application must be accompanied by **clear and readable** of the following documentary requirements, confirming the applicant's attainment of the newly Civil Service Commission (CSC) – approved Qualification Standards and eligibility as FY 2025 NASH Batch 1 Taker:
  - a. **Photocopy** of the approved Office Performance Commitment and Rating Form (OPCRF) with a rating of at least Very Satisfactory in the last two (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; and
  - e. **Photocopy** of Designation or Special Order as School Head or TIC/OIC of a public school duly signed by the Schools Division Superintendent
4. Batch 1 Takers shall be those who are **acting as School Heads only**.
5. For immediate dissemination and strict compliance.



for: *[Signature]* 02/19/25  
**DR. JOSEPHINE L. PADUL**  
Schools Division Superintendent

OSDS/clr



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