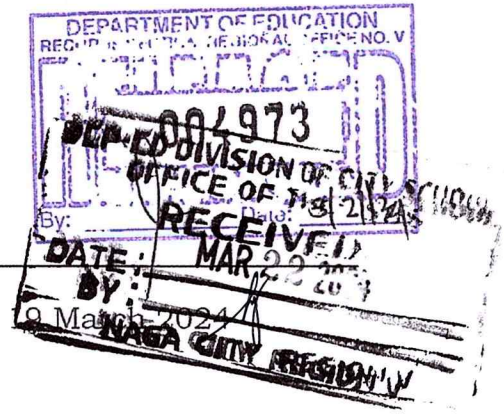


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Republic of the Philippines  
**Department of Education**  
REGION V - BICOL



REGIONAL MEMORANDUM  
No. 000361 s. 2024

**GUIDELINES IN THE EVALUATION OF FY 2023 NQESH APPLICATIONS**

To : Schools Division Superintendents  
ROV Chiefs of Functional Divisions  
All Others Concerned

1. This Office informs all concerned that Region V has been allocated 1,640 regional examinees, which are equitably distributed among 13 SDOs as per Regional Memorandum 290, s. 2024. With this, all designated SDO Evaluators and RO Validators for FY 2023 NQESH Applications are hereby informed of the Guidelines in the Evaluation of FY 2023 NQESH Applications as per DM-OUHROD-2024-0445.

2. SDO Evaluators and RO Validators may access the NQESH-OAS by logging into the system using their DepEd email accounts through this link: <http://nqesh.deped.gov.ph/>.

3. Step-by-step process of evaluation can be found at the NQESH-OAS User Guide for SDO Evaluators and RO Validators accessible through this link: <https://bit.ly/NOESH-OAS-Mats>.

4. The following **schedule of online evaluation and validation of documents** are provided for guidance:

| DATE                               | ACTIVITY   |
|------------------------------------|--|
| March 14-27, 2024 (5:00 p.m.)      | Evaluation of Documents (SDO)  |
| March 14-April 3, 2024 (5:00 p.m.) | Validation of Documents (RO)   |
| March 25, 2024 (5:00 p.m.)         | End of Submission of requirements for those applicants tagged as REAPPLY                                 |
| April 5, 2024 (5:00 p.m.)          | Deadline of payment of Examination Fee   |
| on or before April 8, 2024         | Submission of Final List of Examinees to BHROD-HRDD  |
| on or before April 19, 2024        | Release of the Final List of Examinees and Assignment of Examination Sites through a Regional Memorandum |

5. Furthermore, as per DM-OUHROD-2024-0497, the creation of applicant account and deadline for submission of application is extended until 5:00 pm of

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08 APR 2024



Regional Center Site, Rawis, Legazpi City 4500

0969 516 9555  
region5@deped.gov.ph

March 25, 2024, as also indicated above. For applicants whose application is tagged as Re-Apply, the same deadline on the date of compliance shall be applied.

6. To expedite and facilitate the application procedure, please be guided with the attached Memorandum from Office of the Undersecretary for Human Resource and Organizational Development titled "Extension of the FY 2023 NQESH Submission of Applications and Amendments on the Documentary Requirements" inviting attention to the amendments on Items 1.1.1 and 1.1.2 of the enclosure to DM No. 13, s. 2024.

7. The final list of examinees shall be submitted by the regional office both in scanned PDF and in Excel format to BHROD-HRDD.

8. For concerns and clarifications, you may contact the Chief of the Quality Assurance Division at [jocelyn.dya@deped.gov.ph](mailto:jocelyn.dya@deped.gov.ph) or the Chief of the Human Resource Development Division at [sancha.nacion@deped.gov.ph](mailto:sancha.nacion@deped.gov.ph).

9. Immediate dissemination of this Memorandum is desired.

  
GILBERT T. SADSAD  
Regional Director

Encls: As stated  
To be indicated in the Perpetual Index  
under the following subjects:  
NQESH SCHOOL HEADS

QAD/HRDD/jaa  
03/19/2024



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

April 8, 2024

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
CID and SGOD Personnel  
OSDS Unit Heads  
Public School Heads  
All Others Concerned

For information and dissemination.

  
FERNANDO C. MACARAIG  
Assistant Schools Division Superintendent  
Officer-In-Charge

DM 31, s. 2019 Rider Rev. 01



Roxas Avenue, Brgy. Triangulo, Naga City, Camarines Sur  
0981 630 0070  
[naga.city@deped.gov.ph](mailto:naga.city@deped.gov.ph)



March 25, 2024, as also indicated above. For applicants whose application is tagged as Re-Apply, the same deadline on the date of compliance shall be applied.

6. To expedite and facilitate the application procedure, please be guided with the attached Memorandum from Office of the Undersecretary for Human Resource and Organizational Development titled "*Extension of the FY 2023 NQESH Submission of Applications and Amendments on the Documentary Requirements*" inviting attention to the amendments on Items 1.1.1 and 1.1.2 of the enclosure to DM No. 13, s. 2024.

7. The final list of examinees shall be submitted by the regional office both in scanned PDF and in Excel format to BHROD-HRDD.

8. For concerns and clarifications, you may contact the Chief of the Quality Assurance Division at [jocelyn.dv@deped.gov.ph](mailto:jocelyn.dv@deped.gov.ph) or the Chief of the Human Resource Development Division at [sancha.nacion@deped.gov.ph](mailto:sancha.nacion@deped.gov.ph).

9. Immediate dissemination of this Memorandum is desired.

  
**GILBERT T. SADSAD**  
Regional Director 

Encls: As stated  
To be indicated in the Perpetual Index  
under the following subjects:  
NQESH SCHOOL HEADS

QAD/HRDD/jaa  
03/19/2024

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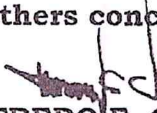
Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**  
**DM-OUHROD-2024-0445**

**TO :** **Regional Directors**  
**Schools Division Superintendents**  
**All others concerned**

**FROM :**   
**WILFREDO E. CABRAL**  
*Regional Director*  
*Officer-in-Charge, Office of the Undersecretary*  
*Human Resource and Organizational Development*

**SUBJECT :** **GUIDELINES IN THE EVALUATION OF FY 2023 NQESH APPLICATIONS AND REGIONAL EXAMINEES ALLOCATION**

**DATE :** 13 March 2024

With reference to DepEd Memorandum No. 013, s.2024 dated February 26, 2024, on the Administration of the Fiscal Year 2023 National Qualifying Examination for School Heads (NQESH), please be guided on the **following schedule of online evaluation and validation of documents**:

| DATE                               | ACTIVITY   |
|------------------------------------|--|
| March 14-27, 2024 (5:00 p.m.)      | Evaluation of Documents (SDO)  |
| March 14-April 3, 2024 (5:00 p.m.) | Validation of Documents (RO)   |
| March 25, 2024 (5:00 p.m.)         | End of Submission of requirements for those applicants tagged as REAPPLY                                 |
| April 5, 2024 (5:00 p.m.)          | Deadline of payment of Examination Fee   |
| on or before April 8, 2024         | Submission of the Final List of Examinees to BHROD-HRDD  |
| on or before April 19, 2024        | Release of the Final List of Examinees and Assignment of Examination Sites through a Regional Memorandum |

SDO evaluators and RO validators may **access** the NQESH-OAS by logging in to the system using their DepEd email account through this link:

<http://nqesh.deped.gov.ph/>

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Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600  
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549  
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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Step-by-step process of evaluation and validation can be found at the **NQESH-OAS User Guide for SDO evaluators and RO validators** through this link: <https://bit.ly/NOESH-OAS-Mats>

Further, in finalizing the list of examinees, regional examinees allocation shall be distributed as follows:

| DepEd Regional Office | Allocation |
|-----------------------|------------|
| NCR                   | 1156       |
| CAR                   | 383        |
| I                     | 1217       |
| II                    | 638        |
| III                   | 1961       |
| IVA                   | 2485       |
| IVB                   | 1132       |
| V                     | 1640       |

| DepEd Regional Office | Allocation |
|-----------------------|------------|
| VI                    | 2065       |
| VII                   | 1982       |
| VIII                  | 1601       |
| IX                    | 1223       |
| X                     | 724        |
| XI                    | 1420       |
| XII                   | 1223       |
| CARAGA                | 1150       |

The parameters in the distribution of the regional examinee slots/allocations for each Schools Division Office shall be established and decided by the Regional Office.

The final list of examinees shall be submitted both in scanned pdf (approved by the Regional Director) and in Excel format through the official email address of BHROD-HRDD at [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) cc: [fatima.angeles002@deped.gov.ph](mailto:fatima.angeles002@deped.gov.ph) using this subject format **RO/No./ 2023NQESH\_Final-List-of-Examinees** on or before April 8, 2024, following the template below:

| Examinee Number | Email | Last Name | First Name | MI | Current Position | Governance Level | Region | Division | School/Office Name |
|-----------------|-------|-----------|------------|----|------------------|------------------|--------|----------|--------------------|
|                 |       |           |            |    |                  |                  |        |          |                    |

Further inquiries or concerns on the conduct of the online NQESH may be sent to [support.nqesh@deped.gov.ph](mailto:support.nqesh@deped.gov.ph).

For your information and appropriate action.

[HRDD/Angeles]

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08 APR 2024



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600  
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549  
Email Address: [usec.hrdd@deped.gov.ph](mailto:usec.hrdd@deped.gov.ph) | Website: [www.deped.gov.ph](http://www.deped.gov.ph)

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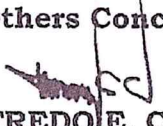


Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**  
**DM-OUHROD-2024-0497**

**TO :** Regional Directors  
Schools Division Superintendents  
All Others Concerned

**FROM :**   
**WILFREDO E. CABRAL**  
Regional Director  
Officer-in-Charge, Office of the Undersecretary  
Human Resource and Organizational Development

**SUBJECT :** **EXTENSION OF THE FY 2023 NQESH SUBMISSION OF APPLICATIONS AND AMENDMENTS ON THE DOCUMENTARY REQUIREMENTS**

**DATE :** 18 March 2024

With reference to DM-OUHROD-2024-0445 dated March 13, 2024, titled *Guidelines in the Evaluation of FY2023 NQESH Application and Regional Examinees Allocation*, please be informed that the **creation of applicant account and deadline for submission of application is extended until 5:00 PM of March 25, 2024.**

For those applicants whose application is tagged as Re-Apply, the same deadline on the date of compliance shall be applied.

Furthermore, to expedite and ease the application procedure, please be guided on the amendment to items 1.1.1 and 1.1.2 of the enclosure to DM No. 013, s. 2024, as follows:

- 1.1.1 **Original copies** of the approved Results-Based Performance Management System (RPMS) Individual Performance Commitment and Rating Form (IPCRF) with a rating of at least Very Satisfactory (VS) in the last two (2) consecutive rating periods.

For Teachers-In-Charge (TICs) and Head Teachers (HTs) acting as School Heads, the Office Performance Commitment and Rating Form (OPCRF) shall be required.

See details below for the performance rating coverage:

- a. **SY 2021-22 & SY 2022-23** for School-Based performance rating

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Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600  
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549  
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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b. FY 2022 & FY 2023 for Non School-Based performance rating

**Applicant with no IPCR on the coverage stated due to official travel, approved leave of absence, or attendance to training or scholarship program, shall use the IPCR of preceding rating period. (reference: Item 56 of DepEd Order No. 002, s. 2015)**

1.1.2 Service Record duly certified by the authorized Administrative Officer of the School or Schools Division Office, whichever is applicable.

For concerns on the NQESH Online Application, please see instructions below:

1. **Applicants** should submit the ticket through this link:

<https://bit.ly/NOESHOASTicketing>

2. SDO evaluators and RO validators must complete the required details in the provided Excel sheet which may be accessed through this link:

<https://bit.ly/NQESH-OAS-Concerns>

For your information, dissemination, and appropriate action.

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