



Republic of the Philippines
Department of Education
 Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

Aug 15, 2025

DIVISION MEMORANDUM

No. 494, s. 2025

**EVALUATION AND VALIDATION PROCESS OF FISCAL YEAR 2025
 NATIONAL ASSESSMENT FOR SCHOOL HEADS (NASH)
 BATCH 1 APPLICATION**

To: Asst. Schools Division Superintendent
 Chief Education Supervisors – CID and SGOD
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

1. Relative to the DepEd Memorandum 069 s. 2025 **Administration of the National Assessment for School Heads for Fiscal Year 2025** dated August 11, 2025, the Schools Division of Sagay City will conduct an Evaluation and Validation Process of FY NASH 25 Batch 1 Application on August 19, 2025 at the Division Conference Room.

2. Target applicants for FY 2025 NASH are Head Teachers, Assistant School Principals and Teacher-in-Charge who meet the amended Civil Service Commission (CSC) approved Qualification Standards for School Principal 1 position, as detailed below:

Education	Experience	Training	Eligibility
Master's Degree in Education, or Educational Management, or Educational Leadership; or Master's degree in relevant learning area with at least 9 units in Management	5 years teaching experience and 1-year relevant experience in any of the following: learning area coordination, subject area supervision, school management and operations, instructional supervision	32 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, School Management and Operations, Instructional Leadership acquired within the last 5 years	Republic Act (RA) No. 1080 ¹ , as amended (Teacher)

3. All interested applicants shall go through the evaluation and validation process below:

a. Candidates are required to accomplish and submit their Registration Form on the day of the evaluation and validation to the SDO Validators. The template for the Registration Form may be downloaded through this link: <https://drive.google.com/file/d/15fW48R3YW1wOBt8AsrMQhuXfnBspcCbY/view?usp=sharing>

b. The submission of application must be accompanied by clear and readable documentary requirements confirming the applicant's attainment of the newly





Republic of the Philippines
Department of Education
Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

CSC approved Qualification Standards and eligibility as FY 2025 NASH Batch 1 Taker:

- i. Photocopy of the approved Individual Performance Commitment and Rating Form (IPCRF) 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;
 - ii. Original copy of Service Record duly certified by the Administrative Officer V of the Schools Division Office;
 - iii. Photocopy of the Transcript of Records or Diploma certifying the attainment of relevant master's degree;
 - iv. 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.
- c. For applicants who are acting as School Heads, the following documents are also required:
- i. Photocopy of Office Performance Commitment and Rating Form (OPCRF);
 - ii. Photocopy of Designation or Special Order as School Head or TIC/OIC of a public school duly signed by the Schools Division Superintendent.
- d. Eligible FY 2025 NASH Batch 1 takers who meet the new CSC Qualification Standards in Item 7 of DM No. 69, s. 2025 but are not included the initial list of takers may submit the required documents for eligibility verification. The SDO Evaluator shall then add these unlisted candidates to the SDO's Validation Tool.
4. Attached in this memorandum are Enclosures containing the List of identified Batch 1 NASH Takers, Specific Time Schedule and the Schools Division Technical Working Group (SDTWG) who will act as evaluators.
5. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion, or other similar factors, or personal circumstances that run counter to the principles of equal opportunity.
6. Immediate and wide dissemination of this Memorandum is desired.

DANNIE CLARK M. UGUIL
Assistant Schools Division Superintendent
Officer-In-Charge
Schools Division Superintendent

Enclosure : As stated
Reference : DM No. 069 s. 2025
Allotment : N/A
No. of Pages: _____
To be indicated in the **Perpetual Index**
FN: DCD/JBA/HRD/SGOD



Republic of the Philippines
Department of Education
Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

(Enclosure No. 1 to Division Memorandum No. 494, s. 2025)

LIST OF IDENTIFIED BATCH 1 NASH TAKERS

Name	Position	School
Fuentesfina, Genelyn Recuelo	Head Teacher III	Alfredo Marañon Sr. Es - School of the Future
Martorillas, Rey Sonza	Head Teacher I	Elia T. Canoy-Esperancilla Elementary School
Rublico, Haide Obas	Head Teacher III	Pedro Ramos Katalbas, Sr. I Elementary School
Solivio, Dennis Labrador	Head Teacher III	Tu-ong Elementary School
Alberio, Roy Minardo	Head Teacher I	Matabas Elementary School
Villar, Amie Rose Pizon	Head Teacher I	Trinidad Lopez de Gonzaga National High School
Parcon, Rosena Baran Head	Teacher III	Josebio Gonzaga Elementary School -Extension
Saratobias, Flordeliza Villarin	Head Teacher III	Ricardo L. Gamboa Elementary School
Villaceran, Brian Bajardo	Head Teacher III	Baviera Elementary School
Logatiman, Nenita Agustin	Head Teacher II	Briones Salcedo Elementary School
Gansan, Juliet Mana-It	Head Teacher III	Campo Santiago Elementary School
Flores, Regielee Cañete	Head Teacher III	Laon Elementary School
Lopez, Ramelo Despues	Head Teacher I	Macamilco Elementary School
Natan, Joe Arvy Salinas	Head Teacher III	Manara Elementary School
Belacas, Leonora Patagani	Head Teacher I	Rufino T. Halipa Sr Elementary School
Opena, Lito Pacheco	Head Teacher I	Campo Bago National High School
Jonota, Ruby Braza	Master Teacher	Patricio M. Baviera National High School
Aloquina, Danilo Bibiano	Head Teacher II	Sagay National High School
Bataclit, Ginboy Alsado	Head Teacher I	Sagay National High School
Flores, Fergem Anne Canlas	Head Teacher I	Sagay National High School
Garganera, Jonnah Albajeso	Head Teacher IV	Sagay National High School
Glendora Zabala	Head Teacher II	Sagay National High School
Leyte, Jose Desiree Malupay	Head Teacher I	Bulanon Farm School

Time Schedule	
Identified Batch 1 NASH Takers	8:30 am – 12:00 nn
Other interested applicants but are not included in the initial list	1:30 am – 4:00 pm



Republic of the Philippines
Department of Education
Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

(Enclosure No. 2 to Division Memorandum No. 494, s. 2025)

SCHOOLS DIVISION TECHNICAL WORKING GROUP (SDTWG)

Chairman:	Dannie Clark M. Uguil, OIC-SDS
Vice Chairman:	Mark Anthony J. Tan, OIC-ASDS
NASH Coordinator:	Ma. Theresa Q. Bingcang, SGOD Chief
Members:	Alma M. Mirasol, CID Chief
	Noe B. Abdun, AO V
	Rhodora D. Desamparado, AO IV
	Louiene Grace B. Macatual, ADAS III
	Junmari B. Alconga, SEPS-HRD
	Decelyn C. Doletin, EPS II-HRD
	Nova A. Zamora, SEPS-M&E
	Aroebelle L. Pasamanero, EPS II-M&E
	Jonah V. Uypico, SDO ITO
	Aimee C. Emnace, SDO Cashier