



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
PARTIDA ELEMENTARY SCHOOL

February 5, 2020

SCHOOL MEMORANDUM

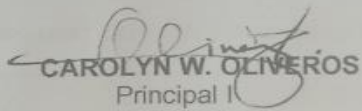
No. 007 s. 2020

To: All Teaching and Non-Teaching Personnel
LIS Coordinator
All Others Concerned

CONDUCT OF ANNUAL PHYSICAL EXAMINATION (APE) TO ALL TEACHING AND NON-TEACHING PERSONNEL OF THE SCHOOLS DIVISION OFFICE OF SAN JOSE DEL MONTE CITY

1. Pursuant to Civil Service memorandum Circular No. 17 s. 1998, the Schools Division Office will conduct an Annual Physical and Dental Examination to all Teaching and Non-Teaching Personnel in all Public Elementary and secondary Schools of the Division of San Jose del Monte City starting March 6 to May 29.
2. The activity aims to ensure that all personnel are fit to perform the assigned roles and functions.
3. In this connection, the following laboratory examinations are required as part of the APE;
 - 3.1 Complete Blood Count (CBC)
 - 3.2 Urinalysis
 - 3.3 Chest X-Ray, PA (except pregnant)
 - 3.4 Electrocardiogram (ECG)
 - 3.5 Blood Chemistry
 - a. Fasting Blood Sugar (FBS)
 - b. Lipid Profile
 - c. BUN (Blood Urea Nitrogen)
 - d. Creatinine (Crea)
 - e. BUA (Blood Uric Acid)
 - f. SGPT
4. Laboratory examination may be done in a laboratory/medical institution of your choice.
5. This office WILL NOT endorse any laboratory, clinic or hospital where the said examination can be done. However, it is strongly suggested that the examination be done in a reliable laboratory to avoid repetition of the questionable results.
6. All personnel who took their laboratory/medical examination 6 months before the schedule will undergo Annual Physical Examination on May 18, 2020.

7. Submit the result of the Laboratory examination to the **grade leader** not later than **March 20, 2020**.
8. Health Coordinator Ms. Lenie Cano shall receive and consolidate Annual Physical Examination report on March 20, 2020 from Grade leaders.
9. For information and guidance.


CAROLYN W. OLIVEROS
Principal I

Reference: Schools Division Memorandum No. 46 s. 2020