



120307

Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
SGOD-2024- 258

To: : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public School Heads
Public School Teachers

Subject : **TIMELINES ON THE CONDUCT OF THE FY 2023 NATIONAL QUALIFYING EXAMINATION FOR SCHOOL HEADS**

Date : April 29, 2024

This is in reference to the Regional Memorandum HRDD-2024-119 dated April 24, 2024, signed by Allan G. Farnazo, Director IV, re: **Timelines on the Conduct of the FY National Qualifying Examination for School Heads (NQESH).**

Pursuant to DepEd Memorandum No. 013, s. 2024 titled **Administration of the Fiscal Year 2023 National Qualifying Examination for School Heads.** You are hereby informed of the activities relative to the conduct of the test:

Date and Venue	Activity	Participant
May 3-4, 2024 RELC-NEAP, E. Quirino Avenue	Orientation of Chief Examiners, Examiners, Lead Proctor, Roving Proctor, Administrative Staff and Regional Monitors	Identified Chief Examiners, Examiners, Lead Proctor, Roving Proctor, Administrative Staff and Regional Monitors
May 5, 2024 Examination Site Davao City NHS Sta. Ana NHS Sta. Ana CES Magallanes ES Bolton ES	Mock Test 1	Examinees, Chief Examiners, Examiners, Lead Proctor, Roving Proctor, Administrative Staff and Regional Monitors
May 19, 2024 Examination Site Davao City NHS Sta. Ana NHS Sta. Ana CES Magallanes ES Bolton ES	Mock Test 2	Examinees, Chief Examiners, Examiners, Lead Proctor, Roving Proctor, Administrative Staff and Regional Monitors
May 26, 2024 Examination Site Davao City NHS Sta. Ana NHS Sta. Ana CES Magallanes ES Bolton ES	NQESH Proper	Examinees, Chief Examiners, Examiners, Lead Proctor, Roving Proctor, Administrative Staff and Regional Monitors

Enclosed: As stated
SGOD/jsa





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Department of Education
Region XI
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The expense for food during the conduct of the activities related to the administration of FY 2023 NQESH shall be charged against the Program Support Fund downloaded to the Regional Office. The travel and accommodation expense that will be incurred by the examiners, lead proctor, roving proctor, administrative staff, and regional monitors shall be charged against the registration fee, subject to the usual accounting and auditing rules and regulations.

Immediate and wide dissemination of this Memorandum is desired.

Melanie P. Estacio
MELANIE P. ESTACIO, PhD, CESO VI
OIC- Schools Division Superintendent

[Handwritten signature]

DepEd Schools Division of Digos City
RECORDS SECTION
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Enclosed: As stated
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Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Enclosure 2- Platform Technical Specifications for NQESH Examinees

Items	Minimum	Ideal
Device with functional and visible keyboard keys	Laptop	Laptop (with battery life of 3-4 hours when fully charged)
Operating System (OS)	Windows 10	Windows 11
Processor	Intel Core i5 or Reyzen	Intel Core i5 or Reyzen
RAM	At least 8GB	The higher the better
Available Disk Space (for SEB Installation)	At least 5GB or higher (either HDD / SSD)	At least 120 GB SSD
Available Disk Space (During NQESH)	At least 1GB or higher (either HDD / SSD)	At least 120 GB SSD
User Access Rights	Can install SEB and uninstall prohibited application	Administrator Access
Browser to use in launching the test link	Any updated web browser (Google Chrome, Edge, Firefox, Safari, Opera, Brave)	Preferably latest Google Chrome or Edge
Internet Speed	At least 1 Mbps	5 Mbps
Safe Exam Browser (SEB) version	More recent version of SEB	Most recent version of SEB

Reminders:

- 1. Bring the signed Examination Permit.**
- 2. Examinee shall bring their own laptop.**
- 3. Examinee shall provide their own pocket Wifi.**
- 4. Extension wire for charging laptops.**
- 5. Water and snacks.**

Enclosed: As stated
SGOD/jsa



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
(082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375
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www.depeddigoscity.org | digos.city@deped.gov.ph



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Enclosure 3- 2023 NQESH LIST OF EXAMINEES

Examination Site	Room No.	New Examinee Number	Last Name	First Name	Middle Name
Davao City NHS	3	2023-11-0027	Adam	Elecel	Bonsico
Davao City NHS	4	2023-11-0044	Albalate	Mary	Dawa
Davao City NHS	6	2023-11-0067	Almacin	Ailyn joy	Salaysay
Davao City NHS	11	2023-11-0122	Arpon	Iris	Lapida
Davao City NHS	14	2023-11-0166	Balorio	Jessie	Mira
Davao City NHS	14	2023-11-0168	Bangay	Deogracias	Piamonte
Davao City NHS	20	2023-11-0231	Bohol	Marife	Macasarte
Davao City NHS	23	2023-11-0272	Cabural	Jay paul	Bustamante
Davao City NHS	24	2023-11-0277	Cadungog	Flora may	Diesca
Sta. Ana NHS	5	2023-11-0358	Coles	Ellen	Ramos
Sta. Ana NHS	6	2023-11-0364	Cometa	Michael	Entrina
Sta. Ana NHS	6	2023-11-0365	Cometa	Shiela	Dalumpines
Sta. Ana NHS	9	2023-11-0401	Dalumpines	Hilario	V.
Sta. Ana NHS	10	2023-11-0419	De leon	Hazel	Pareja
Sta. Ana NHS	10	2023-11-0420	De Los Santos	Sarah Jovette Catherine	Lariosa
Sta. Ana NHS	16	2023-11-0491	Endar	Jave	Ambe
Sta. Ana NHS	21	2023-11-0543	Fuenticilla	Liwayway	R.
Sta. Ana NHS	24	2023-11-0581	Gevera	Cesar	Matura
Sta. Ana NHS	25	2023-11-0591	Gomez	Bebylane	S.
Sta. Ana NHS	25	2023-11-0596	Granada	Christian	Pantonial
Sta. Ana CES	1	2023-11-0605	Gultiano	Angelyn	Perater
Sta. Ana CES	2	2023-11-0618	Hernan	Jean	Wenceslao
Sta. Ana CES	3	2023-11-0634	Igcalinos	Emily	Villanueva
Magallanes ES	4	2023-11-0944	Orge	Marcel	Reusora
Magallanes ES	8	2023-11-0985	Pantinople	Roel	Campomanes
Magallanes ES	16	2023-11-1088	Roldan	Jay ann	Balangue
Magallanes ES	22	2023-11-1162	Siege	Joan	Dacara
Bolton ES	4	2023-11-1248	Tizon	Alan	Bitacora
Bolton ES	6	2023-11-1266	Tubice	Ferlyn	Matab
Bolton ES	7	2023-11-1274	Ubungen	Iris	Pungos
Bolton ES	11	2023-11-1323	Warnakulasuriya	Shyrell mae	Oredina

Enclosed: As stated
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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
HRDD-2024-119

To : Assistant Regional Director
Schools Division Superintendents

Subject: TIMELINES ON THE CONDUCT OF THE FY 2023 NATIONAL
QUALIFYING EXAMINATION FOR SCHOOL HEADS

Date : April 24, 2024

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Address: F. Torres St., Davao City (8000)
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Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph



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Immediate and wide dissemination of this Memorandum is desired.


ALLAN G. FARNAZO
Director IV

Enclosed: As Stated.

ROH5/mbt



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