



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

Office of the Schools Division Superintendent

December 12, 2025

DIVISION MEMORANDUM

SGOD-2025 - 825

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

Subject: **INFORMATION ON THE ADMINISTRATION OF THE FY 2025 NATIONAL ASSESSMENT FOR SCHOOL HEADS (NASH) – BATCH 2**

1. This is in reference to Regional Memorandum HRDD-2025-301 dated December 10, 2025, signed by Allan G. Farnazo, Director IV, re: **Information on the Administration of the FY 2025 National Assessment for School Heads (NASH) – Batch 2.**
2. Access <https://tinyurl.com/NASH2Batch2Enclosure> for the guidelines on the Administration of the test.
3. For details relative to the schedule of activities, refer to the enclosures.
4. Immediate dissemination of this Memorandum is desired.

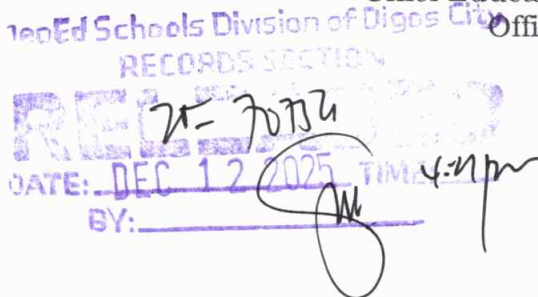
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

For and in the absence of the
Schools Division Superintendent

[Signature]
SOLLIE B. OLIVER, JD, MATE

Chief Education Supervisor-SGOD
Officer In-Charge

Enclosed: As stated.
SGOD/jsa



RECORDS

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Republic of the Philippines
Department of Education
DAVAO REGION



December 10, 2025

REGIONAL MEMORANDUM
HRDD-2025-305

INFORMATION ON THE ADMINISTRATION OF THE FY 2025 NATIONAL
ASSESSMENT FOR SCHOOL HEADS (NASH) – BATCH 2

To: Assistant Regional Director
Schools Division Superintendents

1. This has reference to DM-OUHROD-2025-3318 titled, Updates and Instructions on the Administration of the FY 2025 National Assessment for School Heads (NASH) – Batch 2.
2. Access <https://tinyurl.com/NASH2Batch2Enclosure> for the guidelines on the Administration of the test. For details relative to the schedule of activities, refer to the enclosures.
3. Immediate dissemination and strict compliance of this Memorandum is directed.

ALLAN G. FARNAZO
Director IV

Encl.: As Stated.

ROH2/ibd

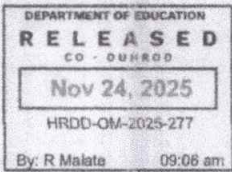
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Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph





HRDD-OM-2025-277

Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-3318

28 NOV 2025
11/21/25
9:21

TO : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL HRDD CHIEFS
REGIONAL NASH COORDINATORS
REGIONAL HRMOs
ALL OTHERS CONCERNED

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development and Infrastructure

E-signed by
Wilfredo Cabral
11/22/2025, 10:36:11 PM

SUBJECT : **UPDATES AND INSTRUCTIONS ON THE ADMINISTRATION OF THE FY 2025 NATIONAL ASSESSMENT FOR SCHOOL HEADS (NASH) - BATCH 2**

DATE : 17 November 2025

In reference to DepEd Memorandum (DM) No. 69, s. 2025, titled “Administration of the National Assessment for School Heads (NASH) for Fiscal Year 2025”, please be informed that the **administration of the FY 2025 NASH Batch 2 shall be rescheduled to March 29, 2026**. This adjustment is intended to provide Regional and Schools Division Offices with sufficient time for the evaluation of the applications and administrative preparations.

The schedule of activities prior to the conduct of the NASH are as follows:

DATE	ACTIVITY
December 08, 2025 – January 05, 2026 (5:00 PM)	Registration and Application through the Online Application System (OAS)
January 06 - 20, 2026	Evaluation and Validation of Documents
January 26, 2026 (5:00 PM)	End of Submission of requirements for those applicants tagged as RE-APPLY
January 30, 2026 (5:00 PM)	Last day of Payment of Assessment Fee
on or before February 03, 2026	Submission of Final List of Examinees by RO-HRMO to RO-HRDD
on or before February 06, 2026	Submission of the Final List of Examinees to by RO-HRDD to BHROD-HRDD
on or before February 06, 2026	Release of the Final List of Examinees and Examination Sites through a Regional Memorandum



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

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Effectivity	03.23.23	Page	1 of 3



In preparation for the actual assessment, a **mock assessment** will be conducted on March 15, 2025 to give participants the opportunity to test their devices and become familiar with the assessment platform and procedures.

In this light, an assessment fee amounting to **Php 720.00 shall be collected** to cover eligible expenses related to operations, logistical and administrative arrangements, orientations/capacity-building activities, and other requirements for the administration of FY 2025 NASH Batch 2.

The following guidelines relative to the administration of FY 2025 NASH Batch 2 may be accessed through this link: <https://tinyurl.com/NASH2Batch2Enclosure>:

- Annex 1 - Preparatory & Documentary Requirements
- Annex 2 - Online Submission, Evaluation & Validation of Documents
- Annex 3 - Technical Working Group (TWG) Composition & Responsibilities
- Annex 4 - Assessment Site Requirements
- Annex 5 – Assessment Fee & Compensation

Furthermore, it is clarified that the following NASH takers identified in Item 6 of DM No. 69, s. 2025 may participate in NASH Batch 2 regardless of whether they meet the Qualification Standards (QS) for the School Principal I:

- a. Head Teachers
- b. Assistant School Principals
- c. FY 2021 NQESH takers under category C
- d. FY 2023 NQESH takers under category B
- e. FY 2023 NQESH takers under category C

As stipulated in Item 6 of DM No. 97, s. 2025, Head Teachers and Assistant School Principals whose competency level is classified as “With Developmental Areas” may also opt to take the FY 2025 NASH – Batch 2

On the other hand, other personnel who are interested to take the Batch 2 assessment, provision of Item 5 of DM No. 69, s. 2025 shall apply and reiterating that they shall meet the new CSC-Approved QS 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)

¹ Act Declaring the Bar and Board Examinations as Civil Service Examinations

Lastly, personnel from the Central & Regional Office who are interested in taking the NASH must meet the QS and are advised to coordinate directly with the Schools Division Office (SDO) where they were previously assigned or have rendered service. This is to ensure that the application and document review follow the prescribed process.

For further inquiries, all concerned may contact the Human Resource and Development Division through:

Email Address: bhrod.hrdd@deped.gov.ph

Facebook Group: <https://www.facebook.com/DepEdBHROD>

For immediate and widest dissemination.