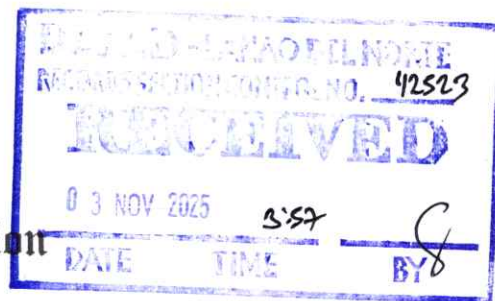




Republic of the Philippines
Department of Education
REGION X
SCHOOLS DIVISION OF LANA DEL NORTE



November 3, 2025

DIVISION MEMORANDUM

No. 673, s. 2025

**POOLING OF QUALIFIED APPLICANTS FOR THE 2025 NATIONAL
ASSESSMENT FOR SCHOOL HEADS**

To: Assistant Schools Division Superintendent
Chief – Curriculum Implementation Division
Chief – Schools Governance and Operations Division
Public Elementary and Secondary School Heads

1. In preparation for the upcoming **2025 National Assessment for School Heads**, this Office shall conduct a pooling of Qualified Applicants following the qualifications and the level of priority in the shortlisting of applicants.
2. Accordingly, DO 019, s. 2025, titled *Amended Qualification Standards for Teachers I-III, Master Teacher I-IV, and School Principal I-IV Positions, and the Qualification Standards for Newly Created Teacher IV-VII and Master Teacher V Positions*, which formally adopts Civil Service Commission (CSC) Resolution No. 2500471 dated May 28, 2025, provides the revised Qualification Standards (QS) for the School Principal I 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	32 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, School Management and Operations, Instructional Leadership	Republic Act (RA) No. 1080, as amended (Teacher)



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	and operations, instructional supervision	acquired within the last 5 years	
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3. Target takers are Personnel who meet the amended CSC-Approved QS for Principal I, specifically:

- Head Teachers and Assistant School Principals (regardless of whether they meet the QS for School Principal I)
- Teachers-in-Charge
- FY 2021 NQESH Category C Takers
- FY 2023 NQESH Category B and C takers

4. For initial profiling of qualified applicants, **approved performance rating, Service Record, Transcript of Records or Diploma** certifying the attainment of relevant master's degree, **Designation or Special Order as School Head or TIC/OIC of a public school duly signed by the Schools Division Superintendent**. Thus, interested applicants shall register and upload a **certified true copy** of the documents in **PDF format** at <https://tinyurl.com/2025nashapplicants> . Please log in your Office 365 account upon accessing the link.

5. The deadline for registration and submission of documents shall be on **November 21, 2025**.

6. For your information and guidance.

EDWIN R. MARIBOJOC, CESO V
Schools Division Superintendent

Attach: None

To be indicated in the Perpetual Index

Under the following subjects

NASH 2025 POOLING OF QUALIFIED APPLICANTS SUBMISSION OF DOCUMENTS

JRI-DM POOLING OF QUALIFIED APPLICANTS FOR THE 2025 NATIONAL ASSESSMENT FOR SCHOOL HEADS



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