



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

March 20, 2024

**REGIONAL MEMORANDUM**

No. **342**, s. 2024

**UPDATES ON THE ADMINISTRATION OF FY 2023 NATIONAL QUALIFYING EXAMINATION FOR SCHOOL HEADS (NQESH)**

To: Schools Division Superintendents  
Regional Office Division Chiefs  
Public Elementary and Secondary School Heads  
All Others Concerned

1. Relative to the ongoing processing of online applications for the FY National Qualifying Examination for School Heads (NQESH), this Office through the Quality Assurance Division (QAD) in collaboration with the Human Resource Development Division (HRDD), hereby reiterates the schedule of activities with the corresponding timelines as indicated in DepEd Memorandum No. 13, s. 2024 and DM-OUHROD-2024-0445, to wit:

DATE/TIMELINE	ACTIVITY
March 6 -25, 2024	Online Application
March 25, 2024 (5:00 p.m.)	End of submission of requirements for those applicants tagged as REAPPLY
March 14-27, 2024	Evaluation of Documents (SDO)
March 14-April 3, 2024	Validation of Documents (RO)
April 5, 2024	Deadline of payment of examination fee
On or before April 8, 2024	Submission of the Final List of Examinees to BHROD-HRDD
April 9, 2024	Remittance of the Collected Examination Fee and Submission of the Certification of Eligibility (Copy for the Regional Office) by the SDO to RO Cash Section
On or before April 19, 2024	Release of the Final List of Examinees and Assignment of Examination Sites through a Regional Memorandum
April 29-30, 2024	Capability Building for NQESH Examiners and IT Supports
May 5, 2024	First NQESH Mock Test
May 19, 2024	Second (Final) NQESH Mock Test
May 26, 2024	Administration of the FY 2023 NQESH

2. The Schools Division Offices (SDOs) are directed to strictly follow the allotted slots for 2023 NQESH based on the 1601 allocation provided by the DepEd Central Office through the Bureau of Human Resource and Organizational Development-Human Resource Development Division (BHROD-HRDD) considering the identified priority items as shown on the table below:

DIVISION	Distribution of NQESH allocation based on Priority Items				
	HT	ASP	OIC/TIC	MT & Other Positions	TOTAL
Baybay City	42		6	<i>In case of remaining unused slots after considering the HT, ASP and OIC/TIC applicants, MT qualified applicants shall be considered</i>	<b>48</b>
Biliran	40		15		<b>55</b>
Borongan City	30	3	13		<b>46</b>
Calbayog City	35	1	13		<b>49</b>
Catbalogan City	11		8		<b>19</b>
Eastern Samar	94	8	47		<b>149</b>
Leyte	400	18	148		<b>566</b>
Maasin City	8		1		<b>9</b>
Northern Samar	231	1	62		<b>294</b>
Ormoc City	31	1	8		<b>40</b>
Samar	189	1	26		<b>216</b>
Southern Leyte	48		32		<b>80</b>
Tacloban City	17	9	4		<b>30</b>
<b>Total</b>	<b>1176</b>	<b>42</b>	<b>383</b>		

3. Immediate dissemination of and strict compliance with this memorandum are desired.

*EVELYN R. FETALVERO*  
**EVELYN R. FETALVERO CESO IV**  
 Regional Director

Enclosures: As stated

References: None

To be indicated in the Perpetual Index under the following subjects:

ELIGIBILITY      EXAMINATIONS      QUALIFICATIONS

QAD-SST

