Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

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DIVISION MEMORANDUM
DM No. 1231, s. 2025

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

To: Assistant Schools Division Superintendents
Chiefs, SGOD & CID
Public Schools District Supervisors / Districts In-Charge
Public Elementary & Secondary School Heads
All Others Concerned

1. In 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", this Office announces the following updates and instructions for your guidance..

2. Wide and immediate dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Persrm11/28/2025

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-3318

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

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

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.