



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION
DIVISION OF ESCALANTE CITY



September 3, 2026

DIVISION MEMORANDUM

No. 375, s. 2026

**REITERATION OF THE GUIDELINES ON THE ISSUANCE AND ACCEPTANCE
OF 'FIT-TO-TRAVEL' MEDICAL CERTIFICATES FOR DEPED PERSONNEL**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Public and Private Elementary and Secondary School Heads
Teachers-in-charge
All Others Concerned

1. Attached is the Regional Memorandum No. 929, s. 2026, from the Office of Regional Director, Ramir B. Uytico, EdD, CESO III dated September 2, 2026, titled Reiteration of the Guidelines on the Issuance and Acceptance of 'Fit-to-Travel' Medical Certificates for DepEd Personnel.
2. All concerned personnel are hereby advised to read, understand, and strictly observe the guidelines and provisions stipulated in the attached Regional Memorandum on the Guidelines on the Issuance and Acceptance of 'Fit-to-Travel' Medical Certificates for DepEd Personnel.
3. Immediate dissemination of and compliance with this Memorandum are desired.

PETER G. GALIMBA

Assistant Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

M.E. ARELLA/ SGOD/ SHN
Reference : As stated
Enclosure : None



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Republic of the Philippines
Department of Education
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REGIONAL MEMORANDUM

SEP 02 2026

No. 929, s. 2026

**(REITERATION OF THE GUIDELINES ON THE ISSUANCE AND ACCEPTANCE OF
"FIT-TO-TRAVEL" MEDICAL CERTIFICATES FOR DEPED PERSONNEL**

To: Assistant Regional Director
Schools Division Superintendents
Functional Division Chiefs
All Others Concerned

1. This Office, through the Education Support Services Division (ESSD), reminds all Schools Division Offices of DepEd Memorandum (DM) No. 22, s. 2015, titled **"Annual Physical Examination of DepEd Employees (Teaching and Non-Teaching Personnel)"**. All DepEd personnel shall undergo an annual physical examination, with chest X-ray and laboratory examinations conducted as recommended by the examining physician. Other DepEd issuances likewise require medical certification of fitness for specific purposes, such as fitness to work under applicable personnel policies and fitness to travel and participate in particular programs and activities.
2. For purposes of this Memorandum, the following medical certifications shall be distinguished:
 - a. **Annual Physical Examination/Annual Health Clearance** refers to the annual assessment of the health status of teaching and non-teaching personnel pursuant to DM No. 22, s. 2015;
 - b. **Fit-to-Work Medical Certification** refers to a medical determination of whether personnel are medically capable of performing or resuming their duties, as may be required under applicable Civil Service Commission and DepEd rules and issuances; and
 - c. **Fit-to-Travel Medical Certification** refers to a medical determination that the current health condition of the personnel concerned permits the contemplated travel or participation in the activity for which such certification is required.



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3. The foregoing medical certifications serve distinct purposes and shall not be considered interchangeable. An Annual Health Clearance or Fit-to-Work Medical Certificate shall not, by itself, constitute certification that the personnel concerned is fit to travel.
4. In the issuance and acceptance of Fit-to-Travel Medical Certificates, the following guidelines shall be observed:
 - a. a Fit-to-Travel Medical Certificate shall be secured when required under an applicable DepEd issuance, program or activity, or by the requesting or receiving institution or other competent authority;
 - b. the Fit-to-Travel Medical Certificate may be issued by a **duly licensed government physician** following an appropriate medical assessment of the personnel concerned;
 - c. where the applicable issuance, program, activity, requesting or receiving institution, or other competent authority specifically requires certification by a government physician, DepEd Medical Officer, attending physician, specialist, or other designated physician, such requirement shall be observed;
 - d. laboratory, radiologic, and other diagnostic examinations shall not be routinely required solely for the issuance of a Fit-to-Travel Medical Certificate. The examining physician may request such examinations as may be clinically indicated based on the medical history, physical examination findings, existing medical conditions, nature of the proposed travel or activity, and other relevant circumstances;
 - e. where specific laboratory, radiologic, or other diagnostic examinations are expressly required under the applicable issuance, program or activity, or by the requesting or receiving institution or other competent authority, such requirements shall be complied with;
 - f. the Fit-to-Travel Medical Certificate shall pertain to the travel or activity for which the medical assessment was undertaken. Where a specific period of validity or recency of medical examination is prescribed under the applicable issuance or by the requesting or receiving institution or other competent authority, such requirement shall apply; and
 - g. when there is reasonable doubt as to the authenticity of a submitted Fit-to-Travel Medical Certificate, the concerned office may verify its issuance with the issuing physician or health facility, subject to applicable laws, rules, and regulations on data privacy and confidentiality of health information.

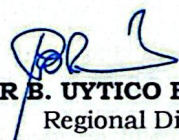


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5. The falsification, alteration, or knowing submission or use of a false Medical Certificate may give rise to administrative liability under applicable DepEd and/or Civil Service laws, procedures and guidelines.
6. These Guidelines shall be applied without prejudice to additional medical or documentary requirements expressly prescribed for specific DepEd programs and activities. Existing program-specific requirements shall continue to be observed.
7. All Schools Division Offices (SDOs) are directed to disseminate these Guidelines to all teaching and non-teaching personnel and ensure their proper implementation.
8. For queries and clarifications, contact Dr. Mishell Marie V. Gabas, Medical Officer IV, through nir@deped.gov.ph.
9. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Reference: As Stated

Incl: As Stated

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

HEALTH
PROCEDURE

MMG/ESSD-RM/ Reiteration of the Guidelines on the Issuance and Acceptance of "Fit-To-Travel" Medical Certificates for DepEd Personnel
/September 1, 2026



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Republic of the Philippines
Department of Education

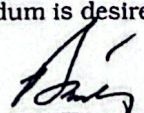
19 MAR 2015

DepEd MEMORANDUM
No. **22**, s. 2015

**ANNUAL PHYSICAL EXAMINATION OF DEPED EMPLOYEES
(TEACHING AND NON-TEACHING PERSONNEL)**

To : Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division Superintendents
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. All Department of Education (DepEd) teaching and non-teaching personnel shall undergo annual physical examination in compliance with the Civil Service Commission Memorandum Circular No. 17, s. 1989.
2. Chest X-ray and laboratory examinations shall only be done as recommended by the physician.
3. Teachers' Annual Health Examination Form 86 may be filled out by the DepEd Medical Officer, *Tamang Serbisyong Kalusugang Pampamilya* (TSEKAP) Service Provider Medical Officer or any government-licensed physician. All DepEd teaching and non-teaching personnel are encouraged to avail of the TSEKAP formerly known as the *Primary Health Care Benefit 1 (PCB1) Package*.
4. To avail of the TSEKAP services, teachers must visit their assigned service provider for enlistment. Profiling of medical history will then be done to determine the needed physical examination. All concerned may refer to DepEd Memorandum No. 30, s. 2014 entitled *Expansion of PhilHealth Primary Care Benefit 1 (PCB1) Package to cover Personnel of the Department of Education*.
5. The teachers' annual health clearance shall be based on the filled out Form 86 or its equivalent health clearance certificates provided by the TSEKAP physician.
6. This Memorandum shall rescind the statement in Item 3B, Paragraph 2 of DepEd Order No. 44, s. 2004 entitled *Strengthening DepEd's TB Prevention and Control Program Through Adoption of the Comprehensive and Unified Policy on TB Control in the Philippines (CUPTBCP)* requiring Chest X-ray in the Teachers Annual Health Clearance.
7. Immediate dissemination of this Memorandum is desired.


BR. ARMIN A. LUISTRO FSC
Secretary

References:

DepEd Memorandum No.: (30, s. 2014)
DepEd Order: No. (44, s. 2004)

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

EMPLOYEES
HEALTH AND NUTRITION
PROGRAMS
SCHOOLS
TEACHERS

R: Alma DM annual physical examination of DepEd employees
0092 February 10/March 11/17, 2015