



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE OF NUEVA ECIJA

DEP-ED SDO N.E.
RELEASED
APR 20 2022

RECORDS SECTION

20 April 2022

DIVISION MEMORANDUM
No. 114, s. 2022

**COMPOSITION OF THE 2021 NATIONAL QUALIFYING EXAMINATION FOR
SCHOOL HEADS (NQESH) SCHOOLS DIVISION TECHNICAL WORKING GROUP
(SDTWG)**

To: Assistant Schools Division Superintendents
Chiefs of Division, CID and SGOD
Administrative Officer V
All others concerned

1. Relative to the conduct of the 2021 National Qualifying Examination for School Heads (NQESH) which is set to be administered on June 21, 2022, the Schools Division Office announces the composition of the Schools Division Technical Working Group (SDTWG) for the management of 2021 NQESH in the division:

Chair: **Jessie D. Ferrer, CESO V, SDS**

Vice-chair: **Ronilo E. Hilario, ASDS**

Coordinator: **Luis M. Calison, SGOD Chief**

Members:

Orlando C. De Leon, AO V

Roxer Erwin Garcia, HRMO

Glacie B. De Leon, Division Cashier

Roderic S. Elegado, Division ITO

Division Evaluators:

Rowena M. Castillo, PhD, SGOD-EPS

Irylaine T. Gapud, SEPS-HRD

Jet Lee L. Ocampo, SEPS- SMME

Mark Denisse A. De Jesus, EPS-II-HRD

Mark Anthony Calabano, EPS-II- SMME

Secretariat and Focal Office:

Maria Luisa L. Gamino, PDO-II

Mark Jayson C. Valdez, EPS-II-SocMob

2. The following are the responsibilities of the SDTWG:
 - a. Shall oversee the overall direction, administration, and supervision of the 2021 NQESH in the division, in accordance with the national policies and guidelines and regional issuances.
 - b. The chair shall be the official and authorized signatory of all division issuances and documents related to the conduct of the 2021 NQESH. The SDTWG vice-chair shall assume the function of the SDTWG chair in the absence of the latter.
 - c. Shall do proper coordination with the RTWG with regard to the directions, preparation, administration, and supervision of the test.



Address: Brgy. Rizal, Santa Rosa, Nueva Ecija 3101

Telephone No.: (044) 940 3121

Email: nueva.ecija@deped.gov.ph

Facebook Page: DepEd SDO Nueva Ecija

Webpage: <https://deped-ne.net/>.ph



- d. Shall be in-charge of the information dissemination to all examinees and the conduct of division orientations to all personnel involved in the administration of the test. This shall be led by the Division PT Coordinator with the assistance of the Secretariat and Focal Office. The Division ITO shall provide the necessary technical support in the use and simulation of the NQESH-OAS.
 - e. The Division ITO shall ensure that all applicants are issued with an official DepEd e-mail account prior to the online registration, and/or activate the DepEd e-mail accounts in case of applicants with existing accounts.
 - f. The Division evaluators shall evaluate the qualification of the applicants and the completeness and authenticity of the documents submitted by the applicant and issue the system generated COEs through NQESH-OAS.
 - g. The SDO Cashier shall receive payment of Examination Fees from the qualified takers.
 - h. The SDTWG shall assist the RTWG and shall perform other tasks as may be assigned in aid of the successful conduct of the 2021 NQESH.
3. Given the limited slots provided by the National Office, an order of priority is considered in the selection of the final list of examinees:
 - 4.a. Incumbent Officer-in-Charge (OIC)/TIC for at least two years or Head Teacher for at least one year of a public elementary or secondary school with designation or Special Order duly signed and issued by the Schools Division Superintendent;
 - 4.b. Qualified applicants under item 3 of DepEd Memorandum no. 33, 2022 and incumbent OICs/TICs not meeting the required experience.
 4. The SDTWG will conduct an online orientation on April 25, Monday at 1:00 PM thru this MS Teams Link: <https://tinyurl.com/NQESHSDTWGorient>
 5. Application will be done online through the NQESH Online Application System following the schedule below:
 - a. For qualified applicants under 4.a, online application shall from **April 25 to 29, 2022**
 - b. For applicants under 4.b, online application shall from **May 5-7, 2022**
 6. For detailed information on the Online Application Process, Application System's User's Guide and Processing of Application and Certificate of Eligibility, please refer to DepEd Memorandum no. 33, s. 2022.
 7. Immediate dissemination of and strict compliance with this Memorandum is directed.


JESSIE D. FERRER, CESO V
Schools Division Superintendent

Encl: NONE

References: DepEd Memo 33, s. 2022

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

2021 NQESH

DM 2022 COMPOSITION OF THE 2021 NATIONAL QUALIFYING EXAMINATION FOR SCHOOL HEADS (NQESH)
SCHOOLS DIVISION TECHNICAL WORKING GROUP (SDTWG)
3-4/ITG 20-04-2022