



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
Schools Division of Nueva Vizcaya

**UNNUMBERED DIVISION MEMORANDUM**

**TO :** Public Schools District Supervisors/DICs  
Secondary School Principals  
Secondary Schools Health Nurses  
All Others Concerned

**FROM :** ORLANDO E. MANUEL PhD, CESO V  
Schools Division Superintendent

**DATE :** July 17, 2024

**SUBJECT :** **SECONDARY NURSES ON DUTY IN THE SCHOOL-BASED TRAINING OF THE TEACHERS (SBTT) ON THE MATATAG CURRICULUM**



1. Relative to the conduct of the School-Based Training of the Teachers on the MATATAG Curriculum, the services of Secondary Nurses are entailed to ensure the good health condition of the participants and TWG to said event.
2. The main duties of the Secondary Nurses are as follows:
  - a. Attend to the health needs of all participants and TWG;
  - b. Prioritize an emergency case that needs further referrals and treatment in hospital care; and
  - c. Coordinate in their different venues on emergency procedures to facilitate immediate response to health needs of participants and TWG.
3. All concerned on duty in the venue shall bring their own emergency kit and look into the health welfare of the participants and TWG throughout the duration of the training.
4. Secondary Nurses on-duty on Saturdays, Sundays and Holidays who render services beyond the regular days shall be granted Service Credit per provision of DepEd Order no. 53, s.2003.
5. Transportation, per diem and incidental expenses of secondary nurses shall be charged against the school MOOE subject to the usual accounting and auditing rules and procedures.



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6. Attached is the scheduled duties of Secondary Nurses for reference.
7. For information, guidance and compliance.



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## Department of Education

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### Schedule of Duty for the 2024 School-Based Training of Teachers (SBTT) on the MATATAG Curriculum

Venue	July 22	23	24	25	26
<b>Nueva Vizcaya General Comprehensive HS (North)</b>	Herminia B. Basilio  Florence L. Bulayo	Jonalyn B. Panis  Karen Ann C. Gregorio	Florence L. Bulayo  Rannylene May T. De Leon	Karen Ann C. Gregorio  Jonalyn B. Panis	Herminia B. Basilio  Rannylene May T. De Leon
<b>Bambang NHS (South) (24 hrs.)</b>	Mignonette Erim O. Dulay  Bernette Ann R. Sebbey	Shairuz Caesar B. Dugay  Ali A. Vilar	Shairuz Caesar B. Dugay  Ali A. Vilar	Mary Ann E. Cabangon  Bernette Ann R. Sebbey	Mignonette Erim O. Dulay  Mary Ann E. Cabangon

**NB:** The Nurse of NVGCHS will be present on the entire training days being the School Nurse of the said venue.

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