



Republic of the Philippines
Department of Education

Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

OFFICE MEMORANDUM

TO: Assistant Schools Division Superintendent
Chiefs, CID & SGOD
AO-V, Administrative Office
Legal Officer
SDO Accountant
Information Technology Officer
AO-V, Budget Office
CID EPS Representative
PSDS Representative/President
SGOD EPS, SEPS: SMME, PAR, SMAN & HRDS, Planning Officer
Division Architect, Medical Officer, Dentist & Nurse-in-Charge
PDO: DRRM, YFU, LRMDs
AO-IV: HRMO, Supply Office, OIC Cashier, OIC Records Officer
Secretariat

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

DATE: September 12, 2024

SUBJECT: **Division Executive Committee (ExeCom) Meeting**



1. Please be informed that there will be a **Division Executive Committee (ExeCom) Meeting** on **September 16, 2022 at 8:30** in the morning at the Office of the Schools Division Superintendent Conference Area.
2. The meeting agenda are as follows:
 - a. Updates of SDO programs, activities and projects from the CID, SGOD and OSDs
 - b. SDO NQMS & PRIME HRM
 - c. ASDS Updates and Reminders
 - d. SDS Hour
 - e. Other matters
3. For information, guidance and compliance.



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