



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendent
Chief - Curriculum Implementation Division
Chief - Schools Governance and Operations Division
Public Elementary and Secondary School Heads
All others concerned

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

DATE: October 31, 2024

SUBJECT: **LAY OUTING OF THE DIVISION EDUCATION DEVELOPMENT
PLAN for the 4th REGIONAL PLANNING CONFERENCE display**



1. Relative to the conduct of the 4th Regional Planning Conference, the Schools Division Office requires the participation of the following personnel in the lay outing of the tarpaulin of the DEDP to be displayed in the booth of our SDO.
2. The following personnel are requested to attend the said activity.

Names	Position	School/Office
1. Francis M. Ramos	Master Teacher II	Ukaw ES
2. Niko Neal P. Fariñas	Teacher III	Bintawan NHS
3. Zenaida Tacadena	Teacher III	Solano HS
4. Leonard Francis T. Jasmin	Principal	Kakidugen ES
5. Romeo Emmanuel C. Yarcia II	Planning Officer III	SDO-SGOD

3. Miscellaneous and travel expense to be incurred by the participants in attending the activity will be charged against local school funds/MOOE subject to the usual accounting, auditing rules and regulations.
4. The activity will be at the Planning and Research Section Office at the Schools Division Office on November 6, 2024 from 8:00 am to 5:00 pm.
5. For information and guidance.