



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

March 7, 2025

DIVISION MEMORANDUM
No. 131, s. 2025

PROPER USE OF NAMES AND POSITIONS/DESIGNATIONS FOR VARIOUS COMMUNICATIONS AND ISSUANCES OF DEPED SDO NUEVA VIZCAYA

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
SDO Unit Heads/Personnel
All Others Concerned

1. Consistent with the objectives and provisions of DepEd Order 30, s. 2019, *The Department of Education Manual of Style (DMOS), 2018 Edition*, this Office deems appropriate to issue this Memorandum to ensure proper use of names and positions/designations of top officials of SDO Nueva Vizcaya.
2. The names and positions of the following officials below should be properly used with the correct spelling, abbreviated form of educational degrees, headings and titles/positions/designations accorded to them.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent

ADONIS C. CEPEREZ EdD, CESE
Assistant Schools Division Superintendent

MARICEL S. FRANCO PhD, CESE
Chief, Curriculum Implementation Division

ROMULO S. ANCHETA PhD
Chief, School Governance and Operations Division

3. Widest dissemination and strict compliance of this memorandum is directed.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
03-2025-120



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