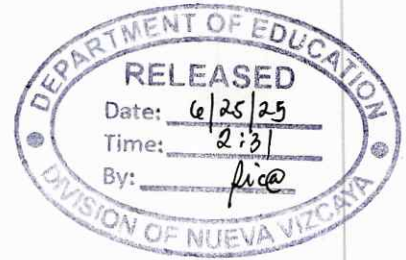




Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA



24 June 2025

DIVISION MEMORANDUM
No. 279, s. 2025

**DIVISION RE-ORIENTATION OF DIVISION FIELD TECHNICAL ASSISTANCE
TEAM (DFTAT) AND SELECTED SCHOOL HEADS ON SCHOOL GOVERNANCE
COUNCIL FUNCTIONALITY AND NEW SBM GUIDELINES**

To: Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Public Schools District Supervisors/District In-Charge
All others concerned

1. This Office announces the conduct of **Division Re-Orientation of DFTAT and Secondary School Heads and Integrated School Heads on SGC Functionality and SBM on July 21, 2025, 8:00AM at SDO Conference Hall, Bayombong, Nueva Vizcaya.**
2. The expected participants are the following:
 - a. Members of DFTAT (SDS, ASDS, 2 Chiefs, BALITA Heads, HRMO, Records Officer and Supply Officer)
10 CID EPS
1 SGOD EPS, 4 SGOD SEPS, 1 Planning Officer
 - b. 23 PSDS/DICs
 - c. 47 Secondary School Heads
 - d. 10 Integrated School Heads
3. The activity aims to capacitate the participants demonstrate awareness on determining SGC timelines and functionality including the new roles of integrating School Citizen's Charter in its organization's mandate, intensify the roles of DFTAT in the provision of technical assistance along SBM, SGC and School Citizen's Charter; and update the composition of DFTAT, Timelines and Schedule of provision of technical assistance to schools and learning centers.
4. The meals and snacks of the participants shall be charged to HRTD Funds while the travel expenses to be incurred shall be charged to local funds
5. For information, guidance and compliance.

ORLANDO B. MANUEL Ph.D., CESO V
Schools Division Superintendent



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