



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

UNNUMBERED MEMORANDUM

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

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

DATE: 17 November 2025

SUBJECT: **COORDINATION MEETING AND PREPARATION OF PROGRAM OF WORK (POW) FOR THE IMPLEMENTATION OF MINOR CLASSROOM REPAIRS IN SCHOOLS AFFECTED BY TROPICAL CYCLONE "NANDO"**



1. Due to the prompt submission of report on the extent of damage incurred by the schools through the Incident Management Reporting System (IMRS), the following schools affected by Tropical Cyclone "Nando", have been allocated funds for clean-up, clearing operations, and minor classroom repairs. In line with this, the **School Heads and the Administrative Officers or Education Facilities Coordinators** are requested to attend the coordination meeting and POW preparation on **November 27, 2025, at 8:30 AM at the SDO Conference Hall, SDO Nueva Vizcaya.**

Name of School	
Calitlitan ES	Bangaan ES
Cutar ES	Tactac ES
Bagabag South ES	Bintawan North ES
Pogonsino ES	Bintawan South ES
Barat ES	Ernesto Lappan Pale ES
Nangcalapan ES	Governor Juan Manzano ES
Bambang CS Integrated SPED Center	Sawmill ES
Bayombong South ES	Labbunan ES
Belance CS	Bagahabag ES
Mantatta ES	Malabing Valley NHS
Antutot ES	Munguia NHS
Kasibu CS	NVGCHS
Logpond-Sabugan ES	Solano HS
Kasibu East CS	Eastern NVNHS
Balangabang ES	Binalian NHS
Banao ES	Kongkong Valley NHS
Runruno ES	Oyao IS



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2. The activity aims to;
 - provide participants with an orientation on the program of work details and implementation timelines, led by the Education Facilities Unit.
 - discuss financial matters and concerns related to the implementation of minor repairs.
3. Transportation, per diem, and other incidental expenses incurred in relation to this activity shall be chargeable against the schools' MOOE, subject to the usual accounting and auditing rules and regulations. Meals and snacks, on the other hand, shall be charged against the DRRM–DPRP funds.
4. For further clarifications/inquiries, kindly contact the **Division DRRM Coordinator at 09178449740.**
5. For information, compliance and immediate dissemination.



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