



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

21 November 2025

DIVISION MEMORANDUM

No. 558, s. 2025

**123rd FOUNDING ANNIVERSARY OF SCHOOLS DIVISION OFFICE
OF NUEVA VIZCAYA**

TO: Assistant Schools Division Superintendent/OIC-CID Chief
Chief, Schools Governance Operations Division
Education Program Supervisors
Public Schools District Supervisors/Districts In-Charge
Public Elementary School Heads
All others concerned

1. The Schools Division Office of Nueva Vizcaya will commemorate its **123rd Founding Anniversary** on **December 3–5, 2026**, with the theme “*123 Taon ng Pagpapatibay: Sama-sama sa mas Matibay na Kinabukasan ng Nueva Vizcaya (123 Years of Strengthening: United for a More Resilient Future of Nueva Vizcaya.*” This celebration serves as a significant occasion to honor the Division’s rich history, collective achievements, and continuing commitment to providing quality and inclusive education for all learners.
2. Specifically, the celebration aims to:
 - a. **Recognize the milestones and contributions** of the Schools Division Office, its leaders, and personnel in advancing the goals of basic education;
 - b. **Foster camaraderie, teamwork, and morale** among teaching and non-teaching personnel, including its benevolent stakeholders through meaningful commemorative and wellness activities; and
 - c. **Reaffirm the Division’s commitment** to excellence, integrity, and public service in the pursuit of the Department of Education’s MATATAG Agenda.
3. As part of the celebration, the SDO shall conduct various activities that include:
 - a. Motorcade from the SDO to the Nueva Vizcaya Teachers’ Camp (NVTC)
 - b. Tree Planting and Clean-up Drive
 - c. Boodle Fight
 - d. Stakeholders’ Night
 - e. Search for Ms. And Mr. SDO Nueva Vizcaya 2025
 - f. Tiktok EduGroove Challenge: Sabay-Sayaw sa Serbisyo
 - g. “ZUMBA for a Healthier You” Dance Contest
 - h. Himig ng Pamumuno (The Principal’s Voice) Solo Singing Contest

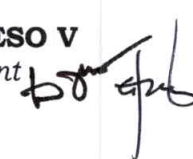


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4. The mechanics and contest guidelines of the various contests are attached hereto, including the members of the technical working groups.
5. Travel and other incidental costs relative to this activity shall be charged to available MOOE and other local funds subject to the accounting and auditing rules and regulations.
6. For information, guidance, and compliance.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
11-2025-663 



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Attachment A: Members of Technical Working Group (TWG)

123rd SDO NUEVA VIZCAYA FOUNDING ANNIVERSARY

Director General: **Adonis C. Ceperez EdD, CESE**
Assistant Schools Division Superintendent

ACTIVITIES	COMMITTEE CHAIRPERSONS
1. Motorcade	Atty Julius Caesar G. Domingo Romeo Emmanuel C. Yarcia II Emerson B. Balut
2. Opening Program	Edward M. Santiago
3. Tree Planting and Clean-up Drive	Orlando D. Vicente Alano C. Mendoza
4. Boodle Fight (Lunch)	Josie L. Conde Singasing G. Valdez Mona Liza A. Cabato Cesario C. Mariano
5. Stakeholders' Night	Roscoe N. Gacusana Ma. Licel T. Balico Jayson C. Balut
6. Search for Ms. And Mr SDO Nueva Vizcaya 2025	Irene B. Bautista Rubilyn C. Gajo Loreto T. Alaman
7. Tiktok EduGroove Challenge: Sabay-Sayaw sa Serbisyo	Chester C. Cortez Roger S. Sebastian
8. "ZUMBA for a Healthier You" Dance Contest	Chester C. Cortez Roger S. Sebastian
9. Himig ng Pamumuno (The Principal's Voice) Solo Singing Contest	Chester C. Cortez Roger S. Sebastian
10. Program	Dindo John H. Moreno Maria Victoria A. Padro



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Attachment B: Contests' Mechanics and Guidelines

**CONDUCT OF MOTORCADE FOR THE 123RD FOUNDING ANNIVERSARY OF SDO
NUEVA VIZCAYA**

1. In order to maximize awareness of the 123rd years of existence of public education in the Province of Nueva Vizcaya and in consonance with the celebration of the 123rd Founding Anniversary of DepEd Nueva Vizcaya, a motorcade will be held on December 3, 2025, based on the following scheme and schedule:

Participants:

Group 1: SDO-OSDS:	2 to 3 vehicles
Group 2: SDO-SGOD:	2 to 3 vehicles
Group 3: SDO-CID:	2 to 3 vehicles
Group 4: SDO-Proper:	10 motorcycles
Group 5: District Offices:	2 to 3 vehicles

The route and schedule shall be as follows:

6:30 am	- Assembly at SDO Nueva Vizcaya (Groups 1,2,3,4)
6:45 am	- Move out to Tam-an BMPC grounds – Busilac, Bayombong (Groups 1,2,3,4)
7:00 am	- Assembly for Groups 1,2,3,4,5
7:15 am	- ETD/move out to Checkpoint 1 (NV Provincial Capitol)
7:30 am	- ETA/continue to Checkpoint 2 (Salubris Medical Center)
7:50 am	- ETA/continue to Checkpoint 3 (Tuao South ES)
8:20 am	- ETA/coffee break at Checkpoint 3
8:50 am	- ETD/continue to Checkpoint 4 (NVTC-Bagabag)
	- ETA/End of Motorcade

*** - Each District Office shall plan their travel to coincide with the foregoing time.*

- It is the responsibility of each participant to secure the necessary authority to travel from appropriate authorities prior to joining the event.
- All drivers shall have a valid driver's license. All drivers and back-riders shall wear safety helmets as a minimum.
- All motorcycles must be equipped with the necessary registration documents (OR & CR) and must be road-worthy for safety purposes.



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5. Motorcycle participants are to coordinate with the Office of the Administrative Officer V for additional guidance.

Program Management Team:

Orlando E. Manuel PhD, CESO V	- Consultant
Adonis C. Ceperez EdD, CESE	- Consultant
Romulo S. Ancheta PhD.	- Consultant
Atty. Julius Caesar G. Domingo, CPA	- Consultant
Rudy S. Agustin, RN	- Health Marshall
Roscoe N. Gacusana EdD, RGC	- Road Marshall
Emerson B. Balut, CPA	- Road Marshall
Ronaldo Cristiano James	- Road Marshall
Chester C. Cortez	- Road Marshall/Documenter
Darrel De Guzman	- Road Marshall/Documenter



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**GUIDELINES FOR THE TREE PLANTING ON THE 123RD FOUNDING ANNIVERSARY
OF SCHOOLS DIVISION OF NUEVA VIZCAYA**

I. Rationale:

In commemoration with the 123rd Founding Anniversary of SDO Nueva Vizcaya, a Tree Planting activity will be conducted to preserve the nature of the Bagabag Training Center in terms of forest environment. The fruit trees, particularly Rambutan seedlings, will be planted in the perimeter of the whole training center. One Hundred Twenty-Three (123) seedlings will be planted to signify the number of years SDO Nueva Vizcaya exist.

II. Date of Planting:

Rambutan seedlings will be planted on December 3, 2025, the first day of the weeklong activity for the 123rd founding anniversary.

III. Venue of Planting:

The venue of the Tree Planting activity shall be done at the Bagabag Training Center specifically along the perimeter fence of the BTC approximately two (2) meters away from the fence.

IV. Hole Preparation:

Prior to the date of Tree Planting activity, a team of TLE coordinators with the assistance of some personnel in the Bagabag Training Center will prepare the hole for the tree planting.

V. Actual Planting:

On the date of the activity SDO officials and Personnel are encouraged to plant one (1) rambutan seedling, removing the plastic bag before laying in the designated hole.

VI. Care and maintenance of the planted Rambutan Seedlings:

A team will be assigned to have proper care and maintenance of the Rambutan Seedlings planted. Proper fertilizer application and watering especially during summer seasons.



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SEARCH FOR MR & MISS SDO – NUEVA VIZCAYA 2025

Date: December 5, 2025

Venue: Bambang Central School Conference Hall

I. QUALIFICATIONS

1. Open to teaching and non-teaching staff from all districts and SDO offices.
2. Each municipality and SDO – NV office shall send one male and one female representative.
3. Physically fit, with good moral character, and currently employed in the Department of Education – SDO Nueva Vizcaya.
4. Willing to participate in all pre-pageant and pageant activities.

II. SCHEDULE OF ACTIVITIES

Activity	Date	Venue / Details
Deadline of Entry Submission	November 24, 2025	Division Office / Online Submission
Official Photoshoot	November 26-27, 2025	<i>SDO</i> Theme: “Modern Millennial – Proudly Novo Vizcayano”
Rehearsal	November 28, 2025	<i>Bambang Central School Conference Hall</i>
Pageant Proper	December 3–5, 2025	Bambang Central School Conference Hall

III. PAGEANT PORTIONS

1. Self -introduction – Authentic IP attire
2. Production number – White t shirt (round neck) and blue jeans
3. Corporate Elegance (Monday Uniform)
 - Showcasing professionalism, confidence, and poise in the official Monday uniform. (no bling blings)
4. Cultural Pride (Modern Filipiniana Attire)
 - a. Highlighting the rich heritage and Filipino values reflected through elegant traditional wear



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5. Wit

a. Each contestant will answer one question to assess their intelligence, composure, and understanding of issues related to education, public service, or the millennial generation.

b. Questions will revolve around :

DepEd core values
Public Service Ethics
Filipino Culture and
Personal advocacy in educating or community service

IV. CRITERIA FOR JUDGING

Criteria	Description	Percentage
Beauty and Stage Presence	Overall appeal, charm, and confidence; projection on stage	25%
Poise and Carriage	Grace, confidence, and elegance in movement and bearing	15%
Uniform	Appropriateness, neatness, style, and how the attire complements the contestant's personality	15%
Filipiniana Attire		20%
Intelligence and Wit	Substance, relevance, and clarity of answer during the Question and Answer portion	25%
TOTAL		100%

V. EXPECTED AWARDS

- Mr. and Ms. SDO Nueva Vizcaya 2025
- Runners- up (1st, 2nd, 3rd, 4th)
- Best in Monday Uniform
- Best in Filipiniana Attire
- Mr and Ms Photogenic
- Mr and Ms Wit
- Mr and Ms Congeniality
- People's Choice Award (based on social media votes)
- Mr and Ms Poise
- Face of SDO Nueva Vizcaya
- Best in Production Number
- Mr and Ms Winsome Smile



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VI. OTHERS

1. Each municipality and SDO- NV office shall conduct an internal screening or selection process for their official representatives.
2. Contestants must submit the following upon registration:
 - Accomplished entry form endorsed by the District or SDO Head
 - Photocopy of valid DepEd ID
 - District Head's/ SDO top management endorsement
3. The photoshoot images will be used for publicity, voting, and souvenir programs.
4. Contestants must observe professionalism, punctuality, and discipline throughout all activities.
5. The decision of the Board of Judges is **final and irrevocable**



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WORKING COMMITTEE:

Committee on Decoration (Stage and Hall)

Merlyn S. Abat
NVG and Caterer

Committee on Program and Invitation

Rubilyn C. Gajo
Bintawan NHS

Committee on Accommodation

Singasing Valdez
Bagabag II District SHs

Committee on Awards

Irene Bosque
Aritao District SHs

Committee on Sounds and Lights

Loreto Alaman
Quezon District Male SHs

Committee on Stage Production

Rubilyn C. Gajo
Irene B. Bosque
Dennis Macadangdang
June G. Fernandez
Ronald C. Aquino
John Ray A. Caliba

TECH TEAM

Photographer: DO ICT Team
Documentation: Chester C. Cortez and group

PROPOSED Board of Judges:

Edward Santiago in charge for the selection of Board of Judges
Jeoffrey Baybayan
Roger Sebastian

Program Hosts

Male: Tagumpay Ramos Divina
Female: To be determined



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Tiktok EduGroove Challenge: Sabay-Sayaw sa Serbisyo

Dance Contest Guidelines

(In Celebration of SDO Nueva Vizcaya's 123rd Founding Anniversary)

I. Rationale

In celebration of the SDO-NV Department of Education's Founding Anniversary, the TikTok Group Dance Contest aims to foster camaraderie, creativity, and wellness among employees through the power of music and dance. This activity encourages teamwork, self-expression, and a joyful celebration of the agency's milestone.

II. Objectives

1. To promote unity and collaboration among DepEd personnel.
2. To showcase the talents, creativity, and enthusiasm of employees through dance and digital performance.
3. To create a fun and inclusive environment that strengthens employee engagement and morale.

III. Participants

1. Each district shall be represented by one (1) group.
2. Each group shall consist of a minimum of 6 and a maximum of 10 members.
3. All participants must be bona fide teachers and employees of the Department of Education, SDO Nueva Vizcaya

IV. Contest Mechanics

1. Each group shall create a TikTok dance video that highlights creativity, synchronization, and originality.
2. The video length must be between 2-3 minutes.
3. The dance routine must be wholesome, office-appropriate, and aligned with DepEd's values.
4. Music choice must be upbeat, appropriate, and free from explicit lyrics.
5. Groups may use props or costumes that enhance their performance, provided they are safe and modest.
6. Each entry must include the official hashtag:
#DepEdAnniversaryDanceChallenge2025
7. The official posting platform is the FB page of "AHA Bestkaya". Entries must be posted on or before December 1, 2025, and submitted to the contest committee via the official link or QR code provided.



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Best Use of Props – for creative and safe use of props that enhance performance.

Most Entertaining Performance – for the routine that captivates and delights the audience.

Best Video Production – for creative editing, camera work, and visual presentation on AHA Bestkaya.

Best Representation of the DepEd Spirit – for embodying values such as teamwork, dedication, and positivity.

TikTok Master Award – for the group that used trending moves most effectively.

Best Facial Expression Award – for the group that performed with the most expressive faces.

Heart of the Dance Award – for showing unity, inclusiveness, and genuine joy.

Best Background/Location Setup – for creative use of space and scenery.

Director's Cut Award – for creative direction and camera choreography.

Most Lively Office Representation – for best showcasing the office's fun culture.

Spirit of the Anniversary Award – for capturing the essence of the DepEd celebration theme.

Outstanding Teamwork Award – for perfect collaboration and harmony among group members.

VIII. General Rules

1. Any form of indecent, offensive, or political content will lead to disqualification.
2. Participants must observe proper decorum and uphold the integrity of the Department.
3. The decision of the Board of Judges is final and irrevocable.
4. By joining the contest, participants grant permission for their videos to be used in DepEd's promotional and documentation materials.

IX. Awarding

Winners will be announced during the DepEd Founding Anniversary Program on December 5, 2025, at Bagabag Teachers' Camp and will receive certificates and prizes.



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X. Contact Information

For questions or clarifications, don't hesitate to get in touch with the Anniversary Committee Dance Challenge Focal Person, ROGER S. SEBASTIAN at: 09452844808, or through messenger, Roger Sebastian



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"ZUMBA for a Healthier You" Dance Contest
in Celebration of the 123rd Founding Anniversary of SDO Nueva Vizcaya

I. CONTEST RATIONALE

In celebration of the 123rd Founding Anniversary of SDO Nueva Vizcaya's Founding Anniversary, the "ZUMBA for a Healthier You" Dance Contest aims to promote health, wellness, camaraderie, and teamwork among the non-teaching personnel across all schools in the Division.

II. PARTICIPANTS

1. The contest is open exclusively to all **bona fide Non-Teaching Personnel** of the Schools Division of Nueva Vizcaya, including regular, casual, and job order employees from all public and private elementary and secondary schools.
2. Each District shall be represented by one team composed of a minimum of **ten (10)** and a maximum of **fifteen (15)** non-teaching personnel members.
3. Each participating team must be composed only of non-teaching personnel from their respective district.

III. CONTEST PHASES AND SCHEDULE

The competition will be conducted in two phases: **Elimination Rounds** (per Cluster District) and the **Final Battle**.

Phase	Activity	Date	Venue
I. Elimination Rounds	North District Elimination	November 19, 2025 (8:00 AM)	People's Stage, Provincial Capitol, Bayombong, Nueva Vizcaya
	South District Elimination		
II. Final Battle	Grand Finals (Top 3 per District)	December 3, 2025 (9:00 AM)	Nueva Vizcaya Teacher's Camp, Bagabag, Nueva Vizcaya

IV. MECHANICS AND GUIDELINES

A. General Rules

1. The competition is a **Zumba Dance Contest**, and all choreography must adhere to the spirit and authentic style of Zumba, incorporating a mix of low-intensity and high-intensity moves for an interval-style, calorie-burning dance fitness routine.
2. Each team must submit its final list of participants to the designated Committee Chairperson on or before **November 10, 2025**. No substitute for participants will be allowed after this date.



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B. Performance Requirements

1. **Time Limit:** The performance duration must be a minimum of **four (4) minutes** and a maximum of **six (6) minutes**, including entrance and exit.
 - *Deduction:* One (1) point will be deducted from the final score for every minute (or a fraction thereof) over the maximum time limit.
2. **Music:**
 - The music must be a mix of fast-paced, wholesome, and lively songs suitable for Zumba.
 - The music must **NOT** contain any subliminal, sexually suggestive, or vulgar lyrics/language.
 - Music must be saved in an **MP3 file format** and submitted on a flash drive to the Technical Committee at least **three (3) days** before their scheduled contest date.
3. **Costume and Props:**
 - Participants must wear appropriate **Zumba or athletic attire**. The use of creative costumes that do not restrict movement and adhere to DepEd's decency policy is encouraged.
 - Hand-held props are allowed, provided they do not cause any delay to the program or pose a safety hazard. Use of fire, pyrotechnics, and other hazardous materials is strictly prohibited and will result in automatic disqualification.

C. Judging and Selection of Finalists

1. **Elimination Rounds:**
 - The District Elimination Rounds (North and South) will be judged by a panel of competent and impartial judges.
 - The **Top Three (3) districts** with the highest average scores from the North District and the **Top Three (3) districts** with the highest average scores from the South District will be declared the finalists and will advance to the Grand Finals.
2. **Final Battle:**
 - The six (6) qualifying districts (3 from North, 3 from South) will compete head-to-head.
 - The judges for the Final Battle will be a different set of impartial experts.
 - The decision of the judges at all levels is **FINAL** and **IRREVOCABLE**.

V. CRITERIA FOR JUDGING

The teams will be judged during the elimination and final rounds based on the following criteria:



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CRITERIA	Description	Percentage
Choreography & Authenticity	Integration of authentic Zumba steps, originality, creativity, and effective use of the performance area.	40%
Mastery & Execution	Precision, synchronization, clarity of movements, energy, and overall technical execution.	30%
Stamina, Energy, and Audience Impact	Overall passion, facial expression, body projection, and ability to engage and excite the audience.	20%
Costume, Music, & Overall Appeal	Appropriateness and creativity of attire, suitability of music to the Zumba style, and general presentation.	10%
TOTAL		100%

VI. PRIZES AND AWARDS

The winners of the "ZUMBA for a Healthier You" Dance Contest - Final Battle will receive the following:

Place	Cash Prize	Award
Champion	Php 15,000.00	Trophy and Certificate
1st Runner-Up	Php 10,000.00	Trophy and Certificate
2nd Runner-Up	Php 5,000.00	Trophy and Certificate

- All participating districts, including the finalists who did not place in the top three, will receive a **Certificate of Participation and/ or token of appreciation.**



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The Principal's Voice: Solo Singing Competition

"HIMIG NG PAMUMUNO"
(Melody of Leadership)

In celebration of DepEd SDO Nueva Vizcaya's **123rd Founding Anniversary**

I. General Guidelines

1. **Objective:** To showcase the vocal talent of School Principals, foster camaraderie, and add a creative dimension to the 123rd Founding Anniversary Celebration of DepEd SDO Nueva Vizcaya.
2. **Eligibility:** The contest is open to all actively serving School Principals (public and private elementary and secondary, including Head Teachers and Teachers-in-charge) under the Schools Division Office of Nueva Vizcaya.
3. **Contest Structure:** The competition will consist of two (2) main stages:
 - **Elimination Rounds:** Conducted separately for the North and South Districts.
 - **Schedule of Elimination Rounds:**
November 19, 2025 (1:00 PM) - SDO Conference Hall
 - **Grand Finals:** A face-to-face competition featuring the top three (3) qualifiers from each district. Contenders must sing two songs (one OPM song and one song of their choice) using a minus one track.
 - **Schedule of the Grand Finals:**
December 4, 2025 (SDO Conference Hall)

II. Elimination Round (Virtual Submission)

The Elimination Round will be conducted in a face-to-face format. The Northern district representatives will perform first, followed by the Southern district representatives. The Top Three contestants will advance to the Grand Finals.

A. Mechanics:

1. **Song of Choice:** Participants may choose any **OPM (Original Pilipino Music) song** with a minimum duration of **3 minutes** and a maximum of **5 minutes**. The song must be wholesome and appropriate for general audiences.
2. **Selection of Finalists:**
 - The committee chairperson shall select three credible judges for the elimination rounds. Each of the contestants from the North and South Districts will perform and shall be judged following the set of criteria:



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Criteria for Judging (Elimination Round)

Criteria	Percentage
Vocal Quality (Tone, Intonation, Pitch Accuracy)	40%
Musicality (Rhythm, Tempo, Dynamics, Phrasing)	30%
Song Interpretation (Emotional connection, Mood, Delivery)	20%
Overall Impact/Stage Presence (Confidence, Appearance)	10%
TOTAL	100%

- The **Top Three (3) contestants from the North District** and the **Top Three (3) contestants from the South District** will qualify for the Grand Finals. A total of six (6) finalists will compete in the Grand Finals.

III. Grand Finals (Face-to-Face Competition)

A. Mechanics:

1. **Date and Venue:** December 4, 2025 (SDO Conference Hall)
2. **Finalists:** The six (6) finalists (Top 3 from North District and Top 3 from South District) will compete.
3. **Performance:**
 - The finalist must prepare one OPM song using a minus-one track.
 - Contestants must provide their own high-quality, pre-recorded, instrumental **minus-one** (in MP3 or WAV format) on a USB flash drive to the Technical Committee one week before the event.
 - Costumes/attire are encouraged to enhance the performance's theme and interpretation, provided they are professional and appropriate.
 - Live back-up vocals, dancers, or props are **not allowed**.
4. **Order of Performance:** The order of performance for the Grand Finals will be determined by a drawing of lots before the competition.

B. Criteria for Judging (Grand Finals):

Criteria	Percentage
Vocal Quality (Tone, Intonation, Pitch Accuracy)	45%
Musicality (Rhythm, Tempo, Dynamics, Phrasing)	35%
Stage Presence & Showmanship (Confidence, Connection with the Audience, Attire)	20%
TOTAL	100%



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

IV. Prizes and Recognition

All six (6) Grand Finalists will be recognized for their achievement right after the Grand Finals.

Placement	Prize	Recognition
Grand Champion	Cash Prize of P 7,000.00	Champion Trophy
1st Runner-Up	Cash Prize of P 5,000.00	1st Runner-Up Trophy
2nd Runner-Up	Cash Prize of P 3,000.00	2nd Runner-Up Trophy
Non-Winning Finalists (3)	Tokens of Appreciation (Gift Certificate or equivalent)	Certificate of Recognition

V. Other Provisions

- **Judges' Decision:** The decision of the Board of Judges at all stages of the competition is **final and irrevocable**.
- **Disqualification:** Failure to comply with any of the stated mechanics and guidelines will result in automatic disqualification.
- **Funding:** Prizes, tokens, and other contest-related expenses shall be charged against the local/founding anniversary funds, subject to the usual accounting and auditing rules and regulations.
- **Inquiries:** All queries regarding the contest should be directed to the SDO Nueva Vizcaya Anniversary Working Committee or to the Committee Chairperson, Chester C. Cortez.



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