



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

DIVISION MEMORANDUM

No. 563, s. 2025

**CONDUCT OF SPECIAL MANAGEMENT COMMITTEE MEETING AND CLEAN-UP
DRIVE AT THE NUEVA VIZCAYA TEACHERS CAMP**

To: Assistant Schools Division Superintendent
Chief EPS, Curriculum Implementation Division
Chief EPS, School Governance and Operations Division
Public Secondary and Elementary School Heads
All others concerned

1. In view of the severe impact of Typhoon “Uwan” to the Province, there is a need to be appraised of the damages caused by it to the various educational facilities of DepEd Nueva Vizcaya.
2. Since the Nueva Vizcaya Teachers Camp (NVTC) is under the temporary management of SDO Nueva Vizcaya, there is a need to provide necessary help in the clean-up of the said facility.
3. Hence, this Office announces the conduct of a Special Management Committee Meeting (Special ManCom) on December 3, 2025 from 8:00 AM to 5:00 PM to be held at the Nueva Vizcaya Teachers Camp, Villa Coloma, Bagabag, Nueva Vizcaya;
2. The agenda of the Special ManCom includes the following:

Agenda	Focal Person
1. Typhoon Damage Updates and Other DRRM Matters	Romulo S. Ancheta PhD <i>Chief ES – SGOD</i>
2. Finance Matters and Various Employee Year-end Benefits	Emerson B. Balut, CPA <i>Accountant III</i> Jeassel J. Alayu <i>AO V – Budget</i>
2. Clean-up Drive at Nueva Vizcaya Teachers Camp and other Updates	Atty. Julius Caesar G. Domingo <i>Attorney III</i>
3. ASDS Updates	Adonis C. Ceperez EdD, CESE <i>Assistant Schools Division Superintendent</i>
4. SDS Updates	Orlando E. Manuel PhD, CESO V <i>Schools Division Superintendent</i>



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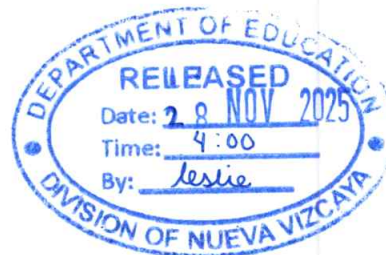
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3. The participants to the Special ManCom are the following:

Office	Participants
1. OSDS/CID/SGOD	100 personnel
2. Secondary and Elementary School Heads	383 personnel
3. Support Staff	25 personnel

4. A Registration Fee of P1,500 shall be collected at NVTC to defray the cost of the activity and other incidental expenses;
5. Everyone is requested to bring appropriate cleaning paraphernalia and protective clothing;
6. Travel and other incidental costs relative to this activity shall be charged against local funds, subject to existing accounting and auditing rules and regulations.
7. Immediate dissemination of this Memorandum is requested.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent



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