



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

April 29, 2026

**DIVISION MEMORANDUM**  
 No. 176, s. 2026

**OPERATIONAL GUIDELINES FOR THE CONDUCT OF  
 YAKAP SERVICES IN SCHOOLS**

To: Assistant Schools Division Superintendent  
 Chief-School Governance Operations Division  
 Chief-Curriculum Implementation Division  
 Public Schools District Supervisors / District In-charge  
 Public Elementary and Secondary School Heads  
 All Others Concerned

1. In line with the continuous implementation of the **YAKAP Program** (health assessment and service delivery for DepEd personnel), this memorandum is issued to ensure smooth, efficient, and standardized conduct of YAKAP services across all districts.

1.1 Schedule of YAKAP for the Teaching and Non-Teaching of SDO Nueva Vizcaya

DATE	DISTRICT	VENUE
May 4, 2026 (Monday)	Ambaguio	Ambaguio Central School
May 5, 2026 (Tuesday)	NVGCHS	NVGCHS
May 6, 2026 (Wednesday)	Diadi	Diadi Central School
May 7, 2026 (Thursday)	Solano II	Solano South Central School
May 12, 2026 (Tuesday)	Solano I	Solano East Central School
May 18, 2026 (Monday)	Bambang I and II	Bambang CSISC
May 20, 2026 (Wednesday)	Dupax Del Sur	Dupax Central School
May 21, 2026 (Thursday)	Villaverde	Villaverde Central School
May 25, 2026 (Monday)	Kayapa East (AM) and Kayapa West (PM)	Kayapa East Central School (AM) and Kayapa West Central School (PM)
May 26, 2026 (Tuesday)	Bagabag II	Tuao South Elementary School
May 27, 2026 (Wednesday)	Bayombong I	Bayombong Central School
May 28, 2026 (Thursday)	Bayombong II	Bonfal Pilot Central School
June 2, 2026 (Tuesday)	Sta Fe	Sta Fe Central School
June 3, 2026 (Wednesday)	Aritao I and II	Aritao Central School
June 4, 2026 (Thursday)	Kasibu East	Malabing Central School



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2. All School Heads hosting or participating in YAKAP activities are hereby directed to:

2.1 Ensure Venue Readiness

- Provide a **spacious, clean, and well-ventilated venue** suitable for medical services
- Ensure **stable and reliable internet connectivity** to support online registration and encoding
- Prepare designated areas for:
  - Registration
  - Vital signs and assessment
  - Laboratory services
  - Medical consultation
  - Pharmacy/dispensing

2.2 Client Preparation (Personnel Availing YAKAP Services)

- Inform all interested personnel to observe **fasting prior to laboratory procedures**: Last food intake (water and biscuit): **10:00 PM**
- Ensure clients are **present at the venue by 7:00 AM** for proper scheduling and laboratory.

2.3 Administrative Support

- Assist in information dissemination and scheduling of personnel
- Ensure that participation will not disrupt teaching and school operations
- Assign focal persons to coordinate with the School Health and Nutrition Unit (SHNU)

3. All Elementary and Secondary School Nurses are hereby advised:

3.1 Augmentation and Support

- Nurses are **encouraged to assist** in nearby or assigned YAKAP implementation sites
- This Memorandum shall serve as **authorized travel order** for participation in YAKAP-related activities, subject to coordination with immediate supervisors

3.2 Roles and Responsibilities

- Assist in:
  - Registration and triaging
  - Vital signs taking
  - Health education and counseling
  - Laboratory facilitation (as applicable)
  - Documentation and reporting

3.3 Travel and Expenses

- Travel expenses incurred shall be **charged against School MOOE**, subject to existing accounting and auditing rules and regulations



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4. For further queries, kindly contact **Ryan Christopher A. Buccat, MD, Medical Officer III at 09275463220**
5. Immediate dissemination of and compliance with this Memorandum is hereby directed.

**ORLANDO B. MANUEL PhD, CESO V**  
Schools Division Superintendent

