



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendent
Chiefs, CID & SGOD
Unit/Section Heads
Medical Officer & Nurse-in-Charge
Secretariat
All Others Concerned

FROM: **ORLANDO E. MANUEL PhD, CESO V**
Schools Division Superintendent
08-2026-555

DATE: August 17, 2026

SUBJECT: **SDO EXECUTIVE COMMITTEE MEETING ON THE STATUS OF
PHILHEALTH YAKAP PROGRAM**



1. In line with the continued implementation and strengthening of the **PhilHealth YAKAP (Yaman ng Kalusugan Program)** in the Schools Division Office of Nueva Vizcaya, a meeting of the **SDO Executive Committee** is proposed to discuss the current status of the program, accomplishments, challenges encountered, and strategies to further increase participation and utilization of YAKAP services among DepEd personnel.

2. The meeting is scheduled as follows:

Date: September 1, 2026

Time: 2:00PM onwards

Venue: SDS Office

3. Participants for this meeting:

Orlando E. Manuel PhD, CESO V	Schools Division Superintendent
Adonis C. Ceperez EdD, CESE	Assistant Schools Division Superintendent
Romulo S. Ancheta PhD	Chief ES, SGOD
Rommel S. De Gracia PhD	OIC-Chief, CID
Julius Caesar G. Domingo, CPA	Attorney III
Ryan Christopher Buccat, MD	Medical Officer III
Rudy Agustin, RN	Nurse in Charge
Princes C. Aquitania	Administrative Officer IV – HRMO
Gaye D. Castillo	Administrative Officer IV - Supply
Maricar M. Valido	Administrative Officer IV - Records
Rosula M. Balberan	Administrative Officer IV - Cash
Emerson B. Balut, CPA	Accountant III
Jeassel J. Alayu	Administrative Officer V - Budget



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4. Proposed Agenda:
- a) Overview of PhilHealth YAKAP Program
 - b) Current Status of YAKAP Registration/Enrollment
 - c) Status of YAKAP Utilization
 - d) Status of YAKAP Partner Providers
 - e) Financial and Administrative Concerns
 - f) Issues and Challenges Encountered
 - g) Strategies to Increase YAKAP Membership and Utilization
 - h) Proposed YAKAP Action Plan
 - i) Other Matters
 - j) Agreements, Action Points, and Next Steps
5. The **afternoon snacks of the participants** shall be charged against the **Maintenance and Other Operating Expenses (MOOE)** of the appropriate office, subject to the existing budgeting, accounting, and auditing rules and regulations.
6. For information, guidance, and appropriate action.