



**NUEVA VIZCAYA PUBLIC AND PRIVATE SCHOOL TEACHERS ASSOCIATION INC.
BAYOMBONG, NUEVA VIZCAYA**

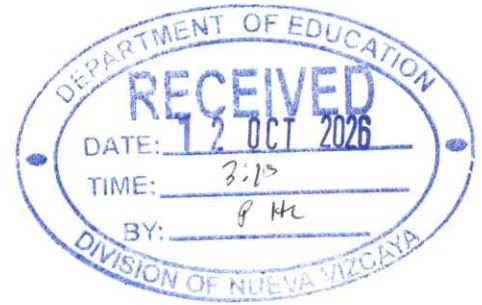
Memorandum
NO. 01. 2026

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

FROM: **EDWARD M. SANTIAGO**
PSDS, Bayombong II District
President – NVPPSTA

DATE: October 12, 2026

SUBJECT: **PROPOSAL FOR THE AUTOMATIC MEMBERSHIP OF NEWLY HIRED TEACHING AND NON- TEACHING EMPLOYEES OF SDO NUEVA VIZCAYA TO THE NUEVA VIZCAYA PUBLIC AND PRIVATE SCHOOL TEACHERS ASSOCIATION (NVPPSTA) AND THE PHILIPPINE PUBLIC SCHOOL TEACHERS ASSOCIATION (PPSTA) RETROACTIVE JANUARY 2026**



1. Associating oneself with a legitimate, recognized teachers' association like the NUEVA VIZCAYA PUBLIC AND PRIVATE SCHOOL TEACHERS ASSOCIATION and PHILIPPINE PUBLIC SCHOOL TEACHERS ASSOCIATION is a fundamental step for public education professionals. These organizations serve as vital pillars for legal defense, mutual aid, welfare maximization and continuous professional development for newly hired personnel of SDO - NV. Early integration into these bodies provides immediate access to support systems necessary to navigate the complexities of public service, safeguarding their careers and promoting cooperative solidarity within the division.

2. Objectives:

- a. Establish immediate welfare coverage and security for all incoming personnel under SDO-NV.
- b. Streamline organizational registration to eliminate administrative delays in processing employee benefits and institutional representation.
- c. Implement retroactive implementation to ensure personnel hired since early 2026 are fully accommodated.

3. This office respectfully requests your approval to implement the automatic membership of all newly hired teaching and non- teaching employees within SDO Nueva Vizcaya to the following organizations;

- a. NUEVA VIZCAYA PUBLIC AND PRIVATE SCHOOL TEACHERS ASSOCIATION



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b. PHILIPPINE PUBLIC SCHOOL TEACHERS ASSOCIATION

This policy shall be implemented retroactive to January 2026. All personnel who entered the service from January 2026 up to present date shall be automatically enrolled and their respective member accounts activated accordingly.

4. Upon your approval, the following operational steps shall be taken:
 - a. The HRMO shall automatically include membership authorization forms in the standard onboarding kits for new hires.
5. Given the immense benefits of ensuring 100% membership coverage for our new personnel, it is highly recommended that this division- wide directive be formalized.

We look forward to your formable actions on this matter to further champion the welfare of our teaching and non- teaching workforce in SDO- Nueva Vizcaya.

Approved:

ORLANDO E. MANUEL PhD, CESO V

Schools Division Superintendent

MEMORANDUM		Date: 10/13/26	Released Records: <i>See</i>
To:	☒ PSDS/DICs	☒ Elem/Sec School Heads	
	☒ Private Schools	☒ Others:	
For:	☒ Information	☒ Dissemination	
	☒ Guidance	☐ Strict Compliance	
ORLANDO E. MANUEL PhD., CESO V			
Schools Division Superintendent			
By:	☐ ASDS	☐ CID Chief	☐ SGOD Chief
	☐ AO	☐ Atty	Signature: <i>EM</i>