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 and SGOD
Education Program Supervisors
Public Schools District Supervisors/Districts In-Charge
Elementary School Principals, Head Teachers, Teachers In-Charge
All Others Concerned

DEPARTMENT OF EDUCATION
RELEASED
Date: 24 NOV 2026
Time: 8:10
By:
DIVISION OF NUEVA VIZCAYA

From: **ORLANDO E. MANUEL PhD, CESO V**
Schools Division Superintendent
11-2026-942

Date: November 24, 2026

Subject: **PLANNING MEETING NUEVA VIZCAYA ELEMENTARY SCHOOL HEADS ASSOCIATION (NVESHA)**

1. This office announces the conduct of the **Planning Meeting of Nueva Vizcaya Elementary School Heads Association (NVESHA) Officers** to be held at **Bayombong Central School and SPED Center, Bayombong, Nueva Vizcaya** on **November 25, 2026 at 8:00 in the morning**.

2. The meeting shall focus on the finalization of the proposed program of activities, identification of committees and their respective responsibilities, logistical arrangements, resource requirements, and other important matters related to the conduct of the 1st Division NVESHA Congress.

3. The officers are expected to ensure that the meeting will be conducted efficiently and that all agreements and plans will be properly documented for reference and subsequent implementation.

4. To ensure the uninterrupted delivery of school services and the continued performance of administrative and instructional functions, participating School Heads are directed to designate their respective Officers-in-Charge (OICs) to oversee school operations in their absence. This measure is to ensure that all urgent matters and school-related concerns are addressed promptly.

5. For information, guidance, and compliance.

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