



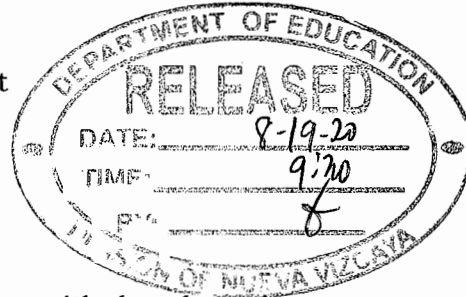
Republic of the Philippines  
**Department of Education**  
 REGION II - CAGAYAN VALLEY  
 SCHOOLS DIVISION OF NUEVA VIZCAYA

August 19, 2020

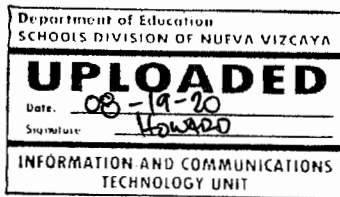
DIVISION MEMORANDUM  
 No. 186, s. 2020

**EDUCATION CONGRESS 2020: RESILIENCY AND THE NEW NORMAL  
 HANDANG ISIP, HANDA BUKAS**

To: Office of the Assistant Schools Division Superintendent  
 School Governance and Operations Division Chief  
 Curriculum Implementation Division Chief  
 Public Schools District Supervisors/District-in-Charge  
 Public Elementary and Secondary School Heads  
 All others concerned



1. In an effort to ensure readiness and continuity of learning with the adaptation and adoption of the "New Normal" in the delivery of instruction in schools and services to other stakeholders, SDO-Nueva Vizcaya shall conduct the virtual Education Congress in two batches on September 1, 2020 for Southern Districts and September 2, 2020 for Northern Districts at 9:00 in the morning, respectively.
2. This Congress aims to:
  - a. Present to all employees of the division, SDO-based or School-based, the working SDO BE-LCP for awareness and direction of all efforts towards its accomplishment and;
  - b. Provide updates that are essential in the performance of our mandates.
3. Attached to this memorandum are the guidelines that shall direct and control the flow of the congress.
4. For your information, guidance and compliance.



**RACHEL R. LLANA, PhD, CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-in-Charge  
 Office of the Schools Division Superintendent

Encl.:  
 As stated

References:  
 DepEd Order XX, s. 20XX



**Address:** Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya  
**Telephone Nos.:** (078) 362-0106, 09171589946  
**Email Address:** [nuevavizcaya@deped.gov.ph](mailto:nuevavizcaya@deped.gov.ph)  
**Website:** [www.deped-nv.com.ph](http://www.deped-nv.com.ph)

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**GUIDELINES TO FOLLOW IN THE CONDUCT OF 2020 EDUCATION CONGRESS**

In order not to violate any policy governing the conduct of meetings and gathering of DepEd Officials and Staff as recommended by DepEd Covid Task Force, Inter-Agency Task Force and the DOH, these guidelines are provided and requested to be strictly followed:

1. Each School shall set up one screen which shall serve as the common screen for all teachers during the congress in a venue wide enough that allows social distancing. If the space does not warrant, they can utilize additional rooms/space.
2. The School Head or ICT Coordinator shall be the only authorized person to have an access of the link or code of the meeting to avoid technical interference during the congress.
3. ~~Aside from the practice of social distancing, other health measures and protocols shall be exercised like:~~
  - Use of face mask and face shields;
  - Handwashing and thermal scanning before entering the venue;
  - Prohibition/regulation of physical presence of employees with health concerns to join the meeting in the allotted school venue; and
  - ~~Other measures that are deemed important and necessary.~~
4. Participants are requested to follow protocols and required etiquette when attending virtual meetings.
5. Presenters of topics shall adhere to time slots allotted them including the conduct of preliminaries.
  - Preliminaries – 30 min
  - BE –LCP Presentation – 60 min
  - Updates:
    - SGOD – 20 min
    - CID - 20 min
    - OSDS – 20 min
    - ASDS – 30 min
    - SDS – 30 min
    - Open forum – 30 min
    - Ways forward – 20 min

It is suggested that heads of every functional division shall consolidate their units' updates to facilitate time management of this congress.



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