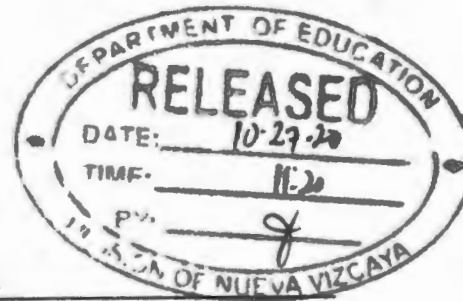




Republic of the Philippines  
**Department of Education**  
 REGION II - CAGAYAN VALLEY  
 SCHOOLS DIVISION OF NUEVA VIZCAYA



October 27, 2020

**DIVISION MEMORANDUM**

No. **280**, s. 2020

**IMPLEMENTATION OF SDO ON WHEELS AT SANGUIT ES, DUPAX DEL SUR, LAYA ES, QUEZON AND CAPISSAAN ES, KASIBU EAST FOR THE MONTH OF NOVEMBER**

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 of Villaverde & Diadi  
 Elementary and School Heads Concerned  
 All others concerned

1. The SDO on Wheels will be resuming this November with the following schedules:  
 November 4 – 5, 2020 – Sanguit Elementary School, Dupax del Sur  
 November 10 – 11, 2020 – Laya Elementary School, Quezon  
 November 16 – 17, 2020 – Capissaan Elementary School, Kasibu East
2. The objective of the project generally is to help the schools especially in the remote areas in terms of medical lectures and information campaign re Covid 19. Distribution of hygiene kit and protective gear such as alcohol and face masks will also be made.
3. Relative to this, the CID will give a lecture on learning continuity plan while SGOD and OSDS section heads will give a 5-minute presentation for their lecture on teachers and parents welfare.
4. The SMAN, SMME with the SGOD Chief go a day before the event in the selected schools to assist in the preparation of the venue and activities to be done on the said dates of implementation.
5. The expenses incurred to these activities will be charged against the Gov. Padilla Grants and Aids 2020 subject to the usual accounting and auditing rules and regulations.

This memorandum shall serve as travel order for the concerned/involved personnel.

6. For information, guidance and immediate compliance.

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



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**Working Committees for the "SDO on WHEELS"**  
Third and Fourth Quarter of 2020  
And School Year 2021 - 2022

**1. Program Management Committee:**

Dr. Rachel R. Llana, PhD, CESO VI	-	SDS, Consultant
Dr. Mary Julie A. Trus, PhD, CESE	-	ASDS, Consultant

**Members:**

Mrs. Evelyn V. Ramos	-	CID Chief
Mrs. Maritess E. Vidad	-	AO V
Atty. Julius Caesar G. Domingo	-	Attorney III
Emerson B. Balut	-	Accountant II
Adelwisa D. Obana	-	Cashier
Jeassel J. Alayu	-	Budget Officer III

Romulo S. Ancheta	-	SGOD, Chief, Program Proponent
Dr. Noli Mar M. Navarro	-	SEPS, SMME, Program Proponent
Dr. Roscoe N. Gacusana	-	SEPS, SMAN, Program Proponent
Julius C. Calangan	-	EPS II, Proponent

**Program In-Charge for 2020**

1 <sup>st</sup> Quarter	-	SGOD
2 <sup>nd</sup> Quarter	-	SGOD
3 <sup>rd</sup> Quarter	-	CID
4 <sup>th</sup> Quarter	-	CID

**Program In-Charge for 2021**

1 <sup>st</sup> Quarter	-	OSDS
2 <sup>nd</sup> Quarter	-	OSDS
3 <sup>rd</sup> Quarter	-	CID
4 <sup>th</sup> Quarter	-	SGOD