



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

April 29, 2021

DIVISION MEMORANDUM
No. **151** s. 2021

**ONLINE COLLABORATIVE MEETING WITH DISTRICT
ADMINISTRATIVE OFFICER II, IDENTIFIED DISTRICT ADMINISTRATIVE
ASSISTANT III/II AND SECONDARY SCHOOL PERSONNEL IN CHARGE OF THE
PSIPOP**

To: OIC- Assistant Schools Division Superintendent
Administrative Officer V
Public Schools District Supervisors
Elementary and Secondary School Heads
All other Concerned

1. In view of the upcoming FY 2022 Budget Preparation, this office would like to inform the following employees to attend the Online Collaborative Meeting on April 30, 2021 at 9:00AM:
 - a. District Administrative Officer II - (13)
 - b. Division Administrative Officer II - (1)
 - c. Division In-Charge of the PSIPOP - (2)
 - d. Administrative Assistant III /II of the following Districts - (10)
 - Ambaguio
 - Aritao II
 - Bagabag II
 - Dupax del Norte I
 - Dupax del Norte II
 - Dupax del Sur
 - Eastern Kayapa
 - Quezon
 - Santa Fe
 - Western Kayapa
 - e. Secondary School Personnel-In-Charge of PSIPOP (45)
2. The agenda of the meeting includes:
 - a. PSIPOP Updating
 - b. Retirement Reports
 - c. Step Increments
 - d. Integrations
 - e. Others

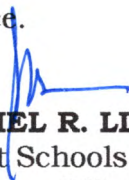


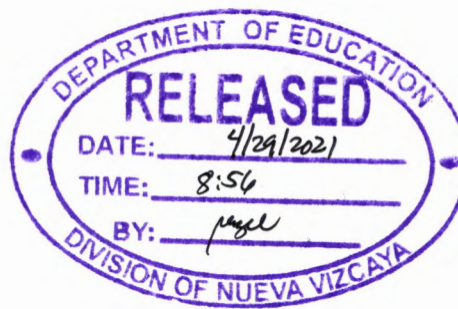
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3. Participants are requested to Pre-register online on the following link for the office to determine identified representatives coming from schools and districts: <https://bit.ly/3u1c1YS>.
4. To join the meeting, kindly enter the following meeting code: <https://meet.google.com/xoc-ctzo-uyf>
5. For information, guidance and compliance.


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



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