


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

09 September 2022

DIVISION MEMORANDUM
No. 306, s. 2022

SDO – NV EDUCATORS' CONGRESS 2022

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 reference to **Division Memorandum No. 304, s. 2022** entitled *Guidelines/Mechanics and Timelines of Activities for DepEd Nueva Vizcaya 120th Founding Anniversary*, this Office calls for submission of **on-site participants** to the upcoming Educators' Congress, to be held on **September 21, 2022** at **NVGHS, 8:00am to 12nn**, to wit:

Participant per District	No.
School Heads (including Secondary)	2
Teachers (T1-T3, MT, HT)	3
Non-teaching	1
Total	6

2. District Supervisors/In-charge are expected to accomplish the registration form of their identified district participants through the link: **<https://bit.ly/3U7NIWK>** ON or BEFORE **September 13, 2022** (Tuesday), **12nn**.
3. Moreover, sessions during the Congress shall be simulcast via *AHA Bestkaya* Fb page hence, online participation of schools is required. District Supervisors/In-charge are requested to ensure the attendance of their respective schools and that minimum health protocols are observed, especially for audiences who will use common venue and shared screens.
4. Expenses of the Program Management Team (PMT) like materials, foods of the onsite participants, TWG and PMT, miscellaneous and other related expenses shall be charged to 2022 HRTD Fund, available Division MOOE and other source of fund. Travel expenses of the onsite participants shall be charged



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against their school MOOE and/or local funds. All expenses are subject for the usual accounting and auditing rules and regulations.

5. For dissemination and strict compliance.

RACHEL R. LLANA PhD, CESO V
Schools Division Superintendent

By the Authority of the Schools Division Superintendent

MARY JULIE A. TRUS PhD, CESE
Assistant Schools Division Superintendent.



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