



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

September 28, 2022

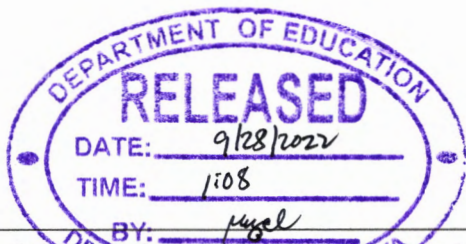
DIVISION MEMORANDUM

No. **329**, s. 2022

**UTILIZATION OF CLASSROOMS AND NON-CLASSROOM FACILITIES
TO MITIGATE LACK OF CLASSROOMS DURING THE OPENING OF
FULL IN-PERSON CLASSES FOR SCHOOL YEAR 2022-2023**

TO: Assistant Schools Division Superintendent
Curriculum Implementation Division Chief
School Governance and Operations Division Chief
Education Program Supervisors
Public Schools District Supervisors/DICs
School Heads
All others concerned

1. In connection to the impending opening of full in-person classes in the different schools of the division by November 2, 2022 as specified in DO No. 34, s. 2022 - *School Calendar and Activities for School Year 2022-2023*, the Schools Division Office of Nueva Vizcaya hereby issues these guidelines in the utilization of classrooms and non-classroom facilities.
2. **Classrooms** are the regular academic rooms used for instructional purposes while **non-classroom facilities** include libraries, rooms used as learning resource centers, school clinics, school canteens, conference and meeting rooms, rooms used by school organizations, gymnasiums, halls, classrooms used as storage areas and school offices.
3. By November 2, 2022, it is expected that all learners of SDO Nueva Vizcaya shall now attend their full in-person regular classes. In anticipation to the lack of classrooms to be used by our learners, all schools are advised to adopt these guidelines:
 - a. Classrooms shall have been cleared of cabinets, extra tables and chairs, boxes, and other fixtures that limit classroom space.
 - b. In case, there is insufficiency of classrooms to be used, non-classroom facilities shall be cleared, prepared and converted to learning spaces.
4. School heads shall ensure that classrooms are ready to accommodate their learners by November 2, 2022. Consequently, they are advised to **issue a certification** that all means have been exhausted to ensure that all learners have classrooms/learning spaces to use.
5. For your information, reference and compliance.



RACHEL R. LLANA PhD, CESO V
Schools Division Superintendent



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