



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

09 November 2022

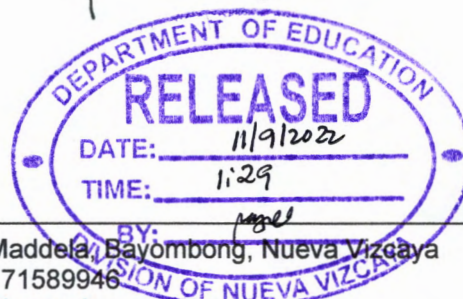
DIVISION MEMORANDUM  
No. **389**, s. 2022

**COMPLETE STAFF WORK OF THE  
GLOBAL CITIZENSHIP EDUCATION (GCED) CARAVAN 8  
TECHNICAL-WORKING COMMITTEES**

To: Assistant Schools Division Superintendent  
School Governance and Operations Division Chief  
Curriculum Implementation Division Chief  
Education Program Supervisors  
Public Schools District Supervisors/District In-Charge  
All others concerned

1. Relative to the Memorandum from the Office of the Director, DepED ICO regarding the hosting of this SDO of the **GCED Caravan 8 on November 28-29, 2022**, the Members of Technical Working Committees with hereto attached list, are requested to attend the **Complete Staff Work/ Planning Session with Program Management Team on November 10, 2022 at 9:00 in the morning at the SDO Conference Hall, Bayombong, Nueva Vizcaya.**
2. The CSW/ Planning Session aims to ensure readiness and plan necessary preparations for the hosting of this SDO of the GCED Virtual/Hybrid Caravan 8 in adherence to the activity specifications of ICO.
3. The travel expenses of the participants attending the CSW shall be charged to local funds while the meals and snacks shall be charged to Building Partnership and Linkages Program Fund.
4. For information, guidance and compliance.

**RACHEL R. LLANA, PhD., CESO V**  
Schools Division Superintendent



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## Global Citizenship Education Virtual/Hybrid Caravan 8

### TECHNICAL-WORKING COMMITTEES

COMMITTEE	KEY PERSON/IN-CHARGE
<b>Registration of Participants and Guests</b>	Bermelita E. Guillermo Hilda Aragon, Rachel Buncad
<b>Opening Salvo</b>	Koro Maestro thru Chester Cortez
<b>Letters, Memo, Certificates, Program Invitation</b>	Melany Asuncion, Leonard Francis Jasmin Francis Ramos, Noel Sadinan (Program and Invitation Layout: Herminigildo Gandeza)
<b>Technical/ICT Concerns, AVPs of Introduction to Speakers and SDO AVPs, Jingle etc. Documentation</b>	Herminigildo Gandeza ICT Team: Pink Euria Montano
<b>Decoration, Hall Preparation and Restoration/ Table Markers for participants</b>	Arnel Batalla, Onofre Molina Maria Olivia Brazil, Allan Paclit
<b>Cultural Dances</b>	Concepcion Absalon Merlita Padilla
<b>Welcome Program (Nov. 28, Kasibu)</b>	Jomar Calibuso, Alvin Culanag Gabriel Ullani, Maria Olivia Brazil
<b>Tokens</b>	Nimfa Norie Aquino Wilhelmina Castro Irene Bosque, Ruby Gajo
<b>Tarpaulins/Standees</b>	Edward Santiago Merlyn Abat, Rachel Buncad Virginia Taberna
<b>Lei</b>	Jerry Lazaro, Carmelita Pale Singasing Valdez
<b>Kit-T-Shirt, eco-bag, notebook and pen</b>	Roscoe Gacusana Maria Licel Balico and BAC
<b>Ushering</b>	Maria Licel Balico, Jamestone Infanta Florence Esparrago, Ronnie Bibas
<b>Accommodation and Transportation)</b>	Maritess Vidad, Maricar Valido
<b>Floor Director/Voice Over/ Dry-run</b>	Herminigildo Gandeza
<b>Program Hosts</b>	Marianne Eugenio, David John Ubera
<b>PMT</b>	Melany Asuncion Jeassel Alayu Emerson Balut Gaye Castillo Atty. Julius Caesar Domingo Chief Maricel S. Franco Chief Romulo S. Ancheta ASDS Mary Julie A. Trus, PhD, CESE SDS Rachel R. Llana, PhD, CESO V