



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

21 June 2023

DIVISION MEMORANDUM
 No. **211**, s. 2023

CALL FOR PRE-REGISTRATION OF PARTICIPANTS TO THE SDO-NV PRE-RETIREMENT LEARNING AND DEVELOPMENT (L&D) ACTIVITY

To: 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 view of the upcoming Learning and Development (L&D) activity slated this **August 3-4, 2023**, this Office through the SGOD-HRD Section calls for pre-registration of qualified participants, to wit:

Slot PER District	Qualified participants	Pre-register thru:	Deadline of pre-registration
Two (2) , to include elementary and secondary 23 x 2 = 46	Teaching and/or Non-Teaching Employees actively involved in DepEd service ages 58 to 65 <i>(who has never been a participant of the same SDO L&D in the previous years)</i>	<u>https://rb.gy/k9ib0</u> <i>accessible through deped e-mail</i>	June 30, 2023, 12NN.

All **SDO-proper employees** ages 58-65 are expected to pre-register too using the link, by filling in the form specified for SDO, with four (4) slots.

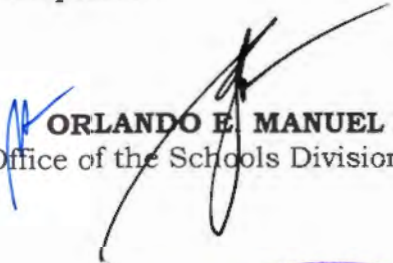
2. The proposed activity shall be held on **August 3-4, 2023** at NVTC, Bagabag, Nueva Vizcaya.

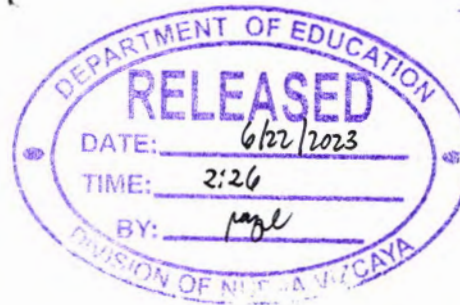


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3. **District Supervisors** are expected to facilitate the pre-registration of qualified participants. The google drive link includes excel form per District hence, all concerned are advised to fill in only their respective forms so as not to alter, delete entries of other districts.
4. Expenses relative to the conduct of the said L&D like meals for the Program Management Team (PMT) and participants, training materials, and venue fee shall be charged against 2023 HRTD Funds while participants' travel expenses and other miscellaneous shall be charged against their school MOOE/local funds, all subject to usual accounting and auditing rules and regulations.
5. The first meal to be served is AM snacks for Day1 and last meal for Day 2 is PM snacks. The said activity is stay-out.
6. For information and urgent compliance.


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 Office of the Schools Division Superintendent



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Doc Code:	FM-08D8-SDS-001	Rev:	01
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