



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

DIVISION ADVISORY No. **319**, s. 2021  
August 31, 2021

**(YES-O) Virtual Orientation Technical Working  
Group Members' Schedule to Report to Division Office**

To : SGOD Chief  
SGOD EPS  
Youth Formation Division Office  
School Head of Sapian NHS  
School Head of Jagnaya NHS  
School Head of Malonoy NHS  
School Head of Maayon NHS  
School Head of Dao NHS

1. Relative to **School Division Memorandum No. 161, s. 2021 Re: YOUTH FOR ENVIRONMENT IN SCHOOLS-ORGANIZATION (YES-O) VIRTUAL ORIENTATION OF THE CALENDAR OF PROPOSED ACTIVITIES (CAPA) IN THE NEW NORMAL FOR THE SY:2021-2022**, this office through the **School Governance and Operations Division (SGOD)-Youth Formation Division (YFD) Section** will conduct the Orientation on **September 9, 2021, 8:30 AM-5:00PM** via Google Meet.
2. In connection to the abovementioned activity, the following School Heads/Personnel/Teachers, who are members of the Technical Working Group are advised to report to the Division Office on **September 2, 2021 (Thursday)** for technical Preparations and dry run of the program and on **September 9, 2021 (Thursday)** for the actual program.:

Schedule	Persons Involved	School
September 2, 2021	<b>Ann Marie D. Villamor</b> -TIII/YF-Designate	Sapian National High School
	<b>Lea L. Lacson</b> -YES-O Advisers Assoc. Presidents	Jagnaya National High School



**Address:** Banica, Roxas City  
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	<b>Renato Baylon</b> - YES-O Advisers Assoc. P.O	Malonoy National High School
	<b>Jona Concepcion</b> - YES-O Advisers Assoc. Treasurer	Maayon National High School
	<b>Ma. Corazon Lensig</b> - YES-O Advisers Assoc. Board Member	Dao National High School
<b>September 9, 2021</b>	<b>Ann Marie D. Villamor</b> -TIII/YF-Designate	Sapian National High School
	<b>Lea L. Lacson</b> -YES-O Advisers Assoc. Presidents	Jagnaya National High School
	<b>Sharon Mosquite</b> - YES-O Advisers Vice President	Capiz National High School
	<b>Mary Wenielyn Dela Cuesta</b> - YES-O Advisers Secretary	Jamindan National High School
	<b>Renato Baylon</b> - YES-O Advisers Assoc. P.O	Malonoy National High School
	<b>Ma. Corazon Lensig</b> - YES-O Advisers Assoc. Board Member	Dao National High School

3. Food, videography services and other incidental expenses relative to the conduct of the said activity are chargeable against HRTD Funds, whereas committee members and participants' transportation expenses are chargeable against school MOOE/Local Fund and other sources. All are subject to the usual auditing and accounting rules and regulations.
4. Immediate and wide dissemination of this **Memorandum** is desired.

**SALVADOR O. OCHAVO, JR., EdD, CESO V**  
Schools Division Superintendent

**AUG 31 2021**



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