



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

03 June 2024

DIVISION MEMORANDUM  
OSDS-CID-DM 294 s.2024/RGP

**CONDUCT OF MUNICIPAL COORDINATION MEETING ON THE  
IMPLEMENTATION OF THE NLC PLUS: NURTURING- A HOUSE WITHOUT A  
HOME -A GABAY-ALALAY PROGRAM**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID & SGOD  
Program Management Team/ Proponents  
Public Schools District Supervisors  
Secondary School Heads  
Municipal Mayors  
Municipal Councilor- Chair Committee on Education  
Municipal Social Welfare Development Officer  
Municipal Police Officer- Women and Children's Desk In charge  
Municipal Medical Officer  
All Others Concerned

1. In preparation for the upcoming Division implementation of the NLC Plus; ***Nurturing a House Without a Home- a Gabay -Alalay Program*** for learners and teachers during the school year 2024-2025, we would like to inform the field that there will be a **Municipal Coordination Meeting** on the said innovation program.

2. This meeting will be attended by the Program Management Team/ Proponents, Public Schools District Supervisors, school heads of secondary schools, Municipal Mayors, Municipal Councilor Chair-Committee on Education, Municipal Social Welfare Development Officer, Municipal Police Officer- Women and Children's Desk In charge, and Municipal Medical Officer to map the potential program facilitators that will be trained later on.

3. The meeting will take place on the following dates and venues:

DATE	PERSON/S INVOLVE	WHAT TO DO	Deliverables
<b>June 10, 2024</b> 8:00 A.M.- Pandan 10:00 A.M.-Caramoran 3:00 P.M.- San Andres	Program Management Team/ Proponents	Conduct Municipal Coordination Meetings with identified partners/ stakeholders, Public Schools District	Draft of Memorandum of Agreement Minutes of the meeting Implementation





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		Supervisors and School Heads	Plan Attendance Sheets Activity Matrix
<b>June 11, 2024</b> 8:00 A.M- Bagamanoc 10:00 A.M- Panganiban 3:00 P.M.-Viga	Program Management Team/ Proponents	Conduct Municipal Coordination Meetings with identified partners/ stakeholders, Public Schools District Supervisors and School Heads	Draft of Memorandum of Agreement Minutes of the meeting Implementation Plan Attendance Sheets Activity Matrix
<b>June 17, 2024</b> 8:00 A.M- Gigmoto 10:00 A.M- Baras 2:00 P.M.- Bato 4:00 P.M. Virac	Program Management Team/ Proponents	Conduct Municipal Coordination Meetings with identified partners/ stakeholders, Public Schools District Supervisors and School Heads	Draft of Memorandum of Agreement Minutes of the meeting Implementation Plan Attendance Sheets Activity Matrix

4. The venue of the meeting will be at the Municipal Hall of each municipality. The Public Schools District Supervisors are requested to facilitate the simple opening program, prepare other logistics needed, and inform the school heads, and concerned LGU personnel, regarding the meeting.

5. Travel and other expenses relative to the conduct of the said activity shall be charged from the mooe/local funds subject to the existing rules and regulations of accounting and budget.

6. For information and compliance of all concerned.

By Authority of the SDS:

  
**EVA S. TOLENTINO**  
 Administrative Officer V  
 Officer-In-Charge