



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

January 24, 2024

DIVISION MEMORANDUM

DM no. 042 s. 2024

1st REGULAR DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Public Schools District Supervisors/ In-Charge of the Districts
Public Elementary and Secondary School Heads
Division Executive Committee (DEXECOM)
All Others Concerned

1. The 1st Regular Division Management Committee (MANCOM) Meeting shall be held on February 1, 2024, from 8:00 o'clock in the morning onwards at Rakdell Inn, Virac, Catanduanes.
2. The agenda are the following:
 - a. Disseminate information and discuss DepEd issuances, updates from the Regional MANCOM;
 - b. Updates from OSDS, CID, SGOD and
 - c. Other Matters
3. The attendees to this MANCOM Meeting are the Schools Division Superintendent, Assistant Schools Division Superintendent, Chief Education Supervisors, Education Program Supervisors of CID and SGOD, Public Schools District Supervisors, Elementary and Secondary School Heads, DEXECOM Members, Engineer III, Medical Officer III, Senior Education Program Specialists, Planning Officer III, and identified support staff. Attendees are encouraged to wear **Smart Casual attire with Coat/Blazer**.
4. Transportation expenses and a registration fee of Six hundred pesos (Php 600.00) shall be charged each participant to cover two snacks and lunch, charged to school/Division MOOE/local funds subject to the usual accounting and auditing rules and regulations.
5. Widest and immediate dissemination of this Memorandum is desired.


SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

SVDR/1st REGULAR DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING
002/January 29, 2024



San Roque, Virac, Catanduanes

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Enclosure no. 1

WORKING COMMITTEES

Venue/Decoration/Sound System/Program	
Foods	SDO BAC
Attendance	Eva S. Tolentino Alexa May B. Abundo
Registration	Liza R. Bernardo
Medical	Dr. Amylou Celso Ahdel Idanan
IT	Jennifer B. Metica Bryan Laguda
Documentation/Certificate/Certificate of Appearance	Jake M. Tablo
Secretariat/Documenter	Carol P. Gil
Synthesizer	Sarah S. Chiong