



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

RELEASED

DepEd, Division of Catanduanes

RECORDS SECTION

Date: JAN 17 2020

Time: 11:20 AM

Off./Signature: [Signature]

January 17, 2020

DIVISION MEMORANDUM
 OSDS- ASDS-DM-000 20

6th DIVISION MANAGEMENT COMMITTEE MEETING

To: Chiefs, SGOD & CID
 Education Program Supervisors
 Public Schools District Supervisors
 Section Chiefs/Unit Heads, SEPS, Engineer, Planning Officer III, Attorney, ITO
 Public & Private Elementary and Secondary School Heads
 Assistant School Principals, AO IV of Implementing Units
 AO II of Senior High Schools
 Department Heads (Secondary)
 All Others Concerned

1. Please be informed that there will a Management Committee Meeting (MANCOM) on the following dates in a venue to be announced later.

- **January 28, 2020** - Public Elementary School Heads
- **January 29, 2020** - Secondary School Heads, Assistant School Principals, Department Heads in the Secondary, Private School Heads, AO IV of Implementing Units, AO II of Senior High Schools)

2. Registration Fee of Four Hundred Pesos (Php 400.00) for meals and accommodation shall be charged to each participant from public schools (to be deducted from the school MOOE). However, participants from private schools and IUs are requested to pay the said amount upon registration. Likewise, travel allowance and other incidental expenses shall be charged to school MOOE / local funds subject to the existing rules and regulations.

3. Attendees are expected to wear Corporate attire.

4. For your Information, guidance and compliance.

DANILO E. DESPI
 Schools Division Superintendent

Encl.:

References:

To be indicated in the Perpetual Index
 Under the following subjects:

MEETINGS/CONFERENCES

ATB/ DM 2020 6th DIVISION MANAGEMENT COMMITTEE MEETING

