DIVISION MEMORANDUM
OSDS-ASDS-DM-000
January 17, 2020

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 be 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.

Encl.
References:
To be indicated in the Perpetual Index
Under the following subjects:

MEETINGS/CONFERENCES
ATB/DM 2020 6th DIVISION MANAGEMENT COMMITTEE MEETING

San Roque, Virac, Catanduanes
(052) 811-40-63
Preschool@deped.gov.ph

DANilo E. DESPl
Schools Division Superintendent