



Republic of the Philippines  
Department of Education  
Region V

SCHOOLS DIVISION OFFICE OF CATANDUANES



February 19, 2020

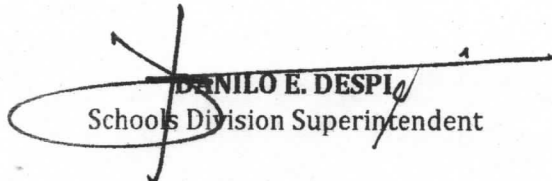
DIVISION MEMORANDUM  
OSDS-ASDS- DM- 70 S. 2020

2<sup>ND</sup> DIVISION MANAGEMENT COMMITTEE MEETING

To: Chiefs, CID & SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Section Chiefs/Unit Heads, Accountant, Budget Officer  
SEPS, Engineer, Planning Officer III, Attorney, ITO  
All others concerned

**RELEASED**  
DepEd. Division of Catanduanes  
RECORDS SECTION  
Date: FEB 19 2020  
Time: 9:46  
Initial/Signature: [Signature]

1. Please be informed that there will be a Management Committee Meeting (MANCOM) on February 20, 2020 at Puraran Beach Resort, Puraran, Baras, Catanduanes, 8:00 a. m. to 5:00 p.m.
2. Attendees to the MANCOM are Chiefs of the Functional Divisions, Education Program Supervisors, Public Schools District Supervisors, Section Chiefs/Unit Heads, Accountant, Budget Officer, SEPS, Engineer, Planning Officer III, Attorney, ITO Public Elementary and Secondary School Heads. School Heads of Implementing Units are requested to pay the registration fee upon registration.
3. Registration fee of Five Hundred Pesos (Php500.00) for meals and accommodation shall be charged to each participant to be deducted from the school MOOE/ local funds. In addition to this, travel and other incidental expenses of the participants shall be charged to school MOOE /local funds subject to the existing rules and regulations.
4. Attendees are requested to wear floral attire
5. For information, guidance and compliance.

  
DANILO E. DESPI  
Schools Division Superintendent

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

Activities  
ATB/DM2<sup>ND</sup> DIVISION MANGEMENT COMMITTEE MEETING  
0000\_\_ February 19, 2020