

Republic of the Philippines
Department of Education
Region V – Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES

September 15, 2023


DIVISION MEMORANDUM

DM no. 380 s. 2023

**5th REGULAR MOBILE 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 5th Regular Mobile Division Management Committee (MANCOM) Meeting shall be held on September 26, 2023 from 8:00 o'clock in the morning onwards at San Andres Central Elementary School Gymnasium.
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 **Casual attire**.
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. All elementary and secondary school heads will register on-site and pay the amount of P600.00 to Ms. Liza Bernardo.
6. Widest and immediate dissemination of this Memorandum is desired.


SOCORRO V. DELA ROSA
Schools Division Superintendent





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Enclosure no. 1

WORKING COMMITTEES

Venue/Decoration/Sound System/Program	San Andres East and West Districts c/o Ms. Nieva DJ Tuibeo
Foods	SDO BAC
Attendance	Eva S. Tolentino Alexa May B. Abundo
Registration	Liza R. Bernardo Alexa May B. Abundo
Medical	Ahdel Idanan Ma. Theresa Abundo
IT	Jennifer B. Metica
Documentation/Certificate/Certificate of Appearance	Jake M. Tablo
Secretariat/Documenter	Jane Tuplano Cherie V. Perez
Synthesizer	Ms. Sarah Chiong

