



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII
SCHOOLS DIVISION OFFICE OF CATBALOGAN CITY



May 22, 2018

DIVISION MEMORANDUM

NO. 177, S. 2018


DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING OF ELEMENTARY AND SECONDARY SCHOOL ADMINISTRATORS AND DIVISION OFFICE OFFICIALS

TO: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads , Public and Private
Section Chiefs , City Division Office

1. The Division Management Committee (MANCOM) Meeting for Elementary and Secondary School Heads and Division Office Officials will be held on May 30 , 2018 (Wednesday) 8:00 A.M at Catbalogan City Agro-Industrial School (CCAIS) , Brgy. San Vicente , Catbalogan City.
2. The agenda of the MANCOM Conference are the following:
 1. School Brigada Updates
 2. Enrolment Status Updates
 3. SY : 2018-2019 Opening of Classes
 4. Other matters
3. The meeting will be hosted by Samar National school and CCAIS.
4. A registration of Seven Hundred Pesos (P **700.00**) shall be charged from the participants to defray expenses for food and other incidental expenses relative to the conduct of the activity chargeable against local/school MOOE funds subject to the usual accounting and auditing rules and procedures.
5. Attendance to this MANCOM is compulsory.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.

CRISTITO A. ECO, CESO V
Schools Division Superintendent

For the Schools Division Superintendent:


MA. LUZ I. ORBE
Chief, Education Program Supervisor (CID)

Enclosure : None
References: None
Allotment : 1-2-3 (D.O. 50-97)

To be indicated in the Perpetual Index under the following Headings :

ADMINISTRATORS

ELEMENTARY

MANCOM

SECONDARY

