



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division Superintendent

16 February 2022

DIVISION MEMORANDUM
No. 107, Series 2022

1st DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING

To: **Education Program Supervisors**
Education Program Specialists
Public Schools District Supervisors/In-Charge
Secondary and Elementary School Heads
Secondary and Elementary Teachers
Division Office Section Heads
Others Concerned
This Division

1. The Division Office (DO) will hold its **1st Management Committee (MANCOM) Meeting** on **February 21, 2022**, Monday via Zoom.
2. Participants in this MANCOM meeting are members of the Division Executive Committee, Public Schools District Supervisors/ District-in-Charge, and all School Heads
3. Participants will receive the Zoom meeting link through their respective DepEd Emails.
4. Attached is the activity matrix for your reference.
5. Wide dissemination of this Memorandum is highly enjoined.

JONATHAN S. DELA PEÑA, PhD, CESO V
Schools Division Superintendent

Encls.: *None*
References: *None*



To be indicated in the Perpetual Index
under the following subjects: MANCOM
SGOD, HRD-i.monte



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REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

**1st DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING
ACTIVITY MATRIX**

February 21, 2022, Monday

Day 1	Activity/ Topic	Person-in-Charge
Morning Session		
7:30-7:45 AM	Log-In	
7:45-8:00 AM	Division Flag Raising Ceremony	ASDS Office/Admin A Personnel Section
8:00-8:30 AM	MANCOM Preliminaries Presentation of Participants Welcome Message Message and Call to Order	c/o Facilitator Nimfa R. Lago, Ph.D. CESO VI Asst. Schools Division Superintendent Jonathan S. Dela Pena, Ph.D., CESO V Schools Division Superintendent
8:30-9:30 AM	ASDS Time	Nimfa R. Lago, Ph.D., CESO VI Asst. Schools Division Superintendent
9:30-10:30 AM	SDS Time	Jonathan S. Dela Pena, Ph.D., CESO V Schools Division Superintendent
10:30AM-11:45 AM	Updates per Section - Budget/Finance - Admin/Personnel - SGOD - CID - Others	c/o Facilitator Division Chiefs and Section Heads
11:45-12:00nn	Closing - Closing Prayer - Makabayan Song	

Facilitator: Gladys C. Banac (EPS English)

SGOD/imonte



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