



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region X –Northern Mindanao  
**DIVISION OF MISAMIS ORIENTAL**  
Cagayan de Oro City



[www.depedmisor.net](http://www.depedmisor.net)

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July 12, 2017

**DIVISION MEMORANDUM**

No. 322 S.2017

To: Education Program Supervisors  
Division Office Section Heads  
PS District Supervisors/ PS District In-charge  
Senior Education Program Specialists  
Education Program Specialists  
Elementary School Heads / School In-charge  
Secondary School Heads/ School In-charge

From: **CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
Schools Division Superintendent

Subject: **3<sup>rd</sup> DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING**

1. There will be a **DIVISION MANAGEMENT COMMITTEE (MANCOM) Meeting on July 24, 2017 (8:00 am to 4pm)**. Venue will be announced in a separate memorandum.

2. Morning snacks and lunch shall be charged to Division Office funds while travelling and other incidental expenses shall be charged to downloaded funds subject to the usual accounting and auditing rules and regulations.

3. Wide and immediate dissemination of this Memorandum is hereby enjoined.

CLL/rlg



**3<sup>rd</sup> Division Management Committee (MANCOM) Meeting**

TIME	AGENDA	DISCUSSANT/IN-CHARGE
8:00-8:15	<b>Registration/Attendance</b>	By District/SGOD
8:15-8:30	<b>Opening Program</b> A. Tribute to God and Country B. Welcome Message C. Presentation of the Participants D. Reading of the Minutes of the Previous Meeting	AVP Jean G. Veloso, ASDS Bernadette P. Samaco, AO V Rudy O. Magdugo, Chief SGOD
8:30-9:30	E. Message & Superintendent's Time	Cherry Mae L. Limbaco, Ph.D., CESO V
9:30 – 3:00	<b>MANCOM Meeting Proper</b>  1. DepEd Order 16, s. 2017 (Research Management Guidelines)  2. DepEd Order 8, s. 2007 (Revised Implementing Guidelines on the Operation and management of School Canteens in Public Elementary and Secondary Schools)  3. School Contingency Plan on Disaster Prevention and Management  4. Updates on Hiring  Updates/ Division Sections • CID • SGOD • Accounting/Liquidation • Personnel • Supply Section • Planning Section • Medical Section  Announcements Other Matters	SDS Cherry Mae L. Limbaco Nelson B. Absin, PhD Lindo M. Cayadong, PhD  Mr. Elmar Anoc, CPA/ REA  Mr. Cirilo K. Rubiato,!! PDO 11, Div. DRRM Officer  ASDS Jean G. Veloso

Master of Ceremony: Vevian T. Tuason, SEPS-Social Mobilization & Networking

**CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
 Schools Division Superintendent