



April 7, 2016

DIVISION MEMORANDUM
No. 125, s. 2016

3rd Division Management Committee (MANCOM) Meeting

To : Public Schools District Supervisors/In-Charge
Education Program Supervisors
Division Section Heads
Senior Education Program Specialists
Education Program Specialists
Elementary & Secondary School Heads
This Division

1. This Office shall conduct the 3rd MANCOM Meeting on April 26, 2016, 7:30am at a venue to be set.
2. The Participants of this MANCOM are the Education Program Supervisors, Public School District Supervisors, Division Unit Heads, Senior Education Program Specialists, Education Program Specialists and School Heads.
3. Travel and other incidental expenses will be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. Wide and immediate dissemination of this Memorandum is hereby enjoined.

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

CLL/mb



3rd Division Management Committee (MANCOM) Meeting

TIME	AGENDA	DISCUSSANT/IN-CHARGE
7:30-8:15	Registration/Attendance	By District/SGOD
8:15-8:30	Opening Program A. Tribute to God and Country B. Welcome Message C. Opening Remarks D. Presentation of the Participants	Host School/District Host PSDS/In-charge Jean G. Veloso, ASDS Bernadette P. Samaco, AO V
8:30-9:30	E. Message & Superintendent's Time	Cherry Mae L. Limbaco, Ph.D., CESO V
9:30 – 3:00	MANCOM Meeting Proper A.Guidelines on Brigada 2016 B.Grade 11 Enrolment/Hiring/ INSET C.Grade 11 Mass Training D. School Property Insurance E.LIS/EBEIS Matters F.e-classroom/Text to Teach G. Updates on SHS Classroom H. Testing: PEPT/NAT/LAPG I. Clearances J. IPCRF Submission & SIP K. Election Matters L. Updates on Disaster Preparedness M. Updates/ Division Sections O. Other Matters	Vevian T. Tuason, Ph.D Jean G. Veloso, ASDS/Rhodora L. Gallares, Ph.D. Marife D. Balaba, Ph.D. Eleanor P. Cruz, Supply Officer Edwin L. Gamorot Engr. Freddie June Delig Eng. Sandy Simo Danny A. Asio Erlinda G. Dael, Ph.D. Rudy O. Magdugo Rudy O. Magdugo Cirilo K. Rubiato II Division Section Heads
3:05	Adjournment	

Masters of Ceremonies: SGOD

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

CLL/mdb