



DEPARTMENT OF EDUCATION
Region X
DIVISION OF MISAMIS ORIENTAL
Cagayan de Oro City



December 20, 2013

Memorandum to:

Education Program Supervisors
PS District Supervisors
Elementary School Heads
Secondary School Heads
Division Section Heads

Please be informed that there will be a Division Management Committee Meeting (MANCOM) at Grand Caprice Restaurant & Convention Center on December 26, 2013 from 8:00 AM to 4:00 PM.

Participants to this meeting are the Education Program Supervisors, PS District Supervisors, Elementary School Heads (HT 1 to P 2), Secondary School Heads, and Division Section Heads.

Three Hundred Fifty (PhP 350.00) pesos will be collected from each participant for 1 snacks and lunch.

For compliance.

CHERRY MAE L. LIMBACO, PhD., CESO IV
Schools Division Superintendent



DEPARTMENT OF EDUCATION
Region X
DIVISION OF MISAMIS ORIENTAL
Cagayan de Oro City



DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING

Date/ Time : December 26, 2013 / 8:00 to 4:00
Venue : Grand Caprice Restaurant, CDO

PROGRAM OF ACTIVITIES

Time	AGENDA/PARTICULARS	In-charge/Discussant
7:30 AM	<i>Arrival</i>	
8:00 AM	<i>Registration</i>	Secretariat- Mrs. Mary Grace V. Gallana Dr. Ferminia Labis Mr. Norberto Rosales Dr. Horace Nacua All PSDS
8:30 – 9:00 AM	Opening Program Prayer National Anthem Welcome Remarks Presentation of the Participants & Declaration of Quorum Message	Dr. Ma. Teresa M. Absin Mrs. Meylinda M. Paceño Mrs. Jean G. Veloso, ASDS Mrs. Bernadette P. Samaco, AO Dr. Cherry Mae L. Limbaco, CESO V, SDS
9:00 AM	<i>MANCOM PROPER</i>	
	Call to Order Reading and Approval of the minutes of the previous MANCOM Business arising from the minutes	Dr. Cherry Mae Limbaco, CESO V Mrs. Merlinda Ilago
	Superintendent's Time	Dr. Cherry Mae Limbaco, CESO IV
	Discussion of Division Concerns 1. Preparation of Form 7 2. Liquidation Reports 3. Selection and Promotion Matters 4. PEPT & NAT 5. DepEd Order No. 87, s. 2012 6. Other Matters	Mrs. Bernadette P. Samaco Mrs. Angelita Ranalan Mrs. Jean G. Veloso, ASDS Mrs. Virginia A. Buana Dr. Vida Suganob
	Adjournment	

Master of Ceremonies:
Mr. Rudy O. Magdugo
EPS 1