



## DEPARTMENT OF EDUCATION

Region X-Northern Mindanao

### DIVISION OF MALAYBALAY CITY

Corner Dan Carlos-Guingona St., City of Malaybalay

Contact Numbers: 813-2894, 221-4597

Email Address: [depedmalaybalay@gmail.com](mailto:depedmalaybalay@gmail.com); Official website: [www.depedmalaybalay.net](http://www.depedmalaybalay.net)




#### DIVISION MEMORANDUM

No. 42 s. 2014

#### 1st MANAGEMENT COMMITTEE (MANCOM) MEETING FOR CY 2014

TO : Promotional Staff  
Public Schools District Supervisors  
School Heads (Elementary and Secondary)  
Section Heads  
Division Selection Committee  
Division Sub-Committee

469  
MALAYBALAY CITY DIVISION  
RELEASED  
on 1/28/14 Time: 10:50  
SW

FROM :   
EDILBERTO L. OPLENARIA  
Schools Division Superintendent

DATE : January 27, 2014

1. You are hereby directed to attend the 1<sup>st</sup> Management Committee (ManCom) Meeting on February 3, 2014, to start at 8:00AM to be hosted by the Malaybalay City West District. The venue will be announced later by this Office.
2. Important topics and updates will be discussed in the morning while in the afternoon is the re-orientation-workshop of the Division Selection Committee and Division Sub-Committees on the Revised Hiring Guidelines of Teacher I Position based on the Reform Action in Basic Education Sector Reform Agenda (BESRA).
3. The re-orientation-workshop aims to:
  - a. Refresh knowledge and understanding of the committee members as regards to the hiring guidelines;
  - b. Provide opportunity for the committee members to actually conduct the screening of the documents of the applicants using the Electronic Registry of Qualified Applicants (e-RQA) program; and,
  - c. Update committee members on the latest issuances on the hiring guidelines of kindergarten teachers and the related issuances.
4. Further, committee members are directed to download and bring their individual hard copies of DepEd Order No. 12, s. 2012, DepEd Order No. 81, s. 2012, and DepEd Order No. 32, s. 2012. Moreover, each Committee shall bring laptop, Universal Serial Bus (USB), and power cords (extension wires) for use in the workshop.



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5. A registration fee of Three Hundred Pesos (P300.00) will be collected to cover expenses for meals and snacks chargeable to MOOE subject to the usual accounting and auditing rules and regulations.
6. The list of members which constituted the Division Selection Committee and the Division Sub-Committees for both elementary and secondary levels are enclosed herewith (Enclosure 1). Section 5 of DepEd Order No. 12, s. 2012 on Evaluation and Selection specifies the compositions and functions of the aforementioned committees.
7. For compliance.

Encl.:

As Stated

Copy furnished:

Records Section



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Enclosure 1:

**COMPOSITION OF THE DIVISION SELECTION COMMITTEE AND DIVISION SUB-COMMITTEES**

<b>Division Selection Committee</b>	
<p><b>Elementary Level</b> <b>Jasmin J. Adriatico</b> – Chairperson EPS</p> <p>Members: <b>Jesus V. Muring</b>, Principal II//PESPA President <b>Maria Concepcion Reyes</b>, EPS <b>Cosjulita K. Olarte</b>, President of Division of <b>Concerned District Steward</b> (North-Ana Belen S. Muring, Central-Ralph T. Quirog, West- Rosie Salupado, South-Ma. Concepcion Reyes, Far East-Luis S. Alajar, Jr., East- Analy Ocier)</p> <p><b>Novem Sescon</b> – Secretariat</p>	<p><b>Secondary Level</b> <b>Josie Zamora</b> – Chairperson EPS-Designate</p> <p>Members: <b>Analy L. Ocier</b>, EPS <b>Pariso L. Orong</b>, School Principal IV <b>Ralph Quirog</b>, EPS <b>Lepelyn S. Valdez</b>, Secondary School Teachers' Assn.</p> <p><b>Subject Area:</b> Concerned EPS (Araling Panlipunan- Ralph Quirog, Science- Analy Ocier, English – Josie Zamora, Filipino-Ma. Concepcion Reyes, Values Education-Rosie Salupado, Math- Jasmin Adriatico, MAPEH – Lou Ann Cultura, and TLE – Luis Alajar Jr. &amp; Ana Belen Muring, Ph.D.</p> <p><b>Jutchel L. Nayra</b> - Secretariat</p>

**DIVISION SUB-COMMITTEE**

**Elementary Level**

District	Composition	Position
Central District	<b>Benjamin E. Macario</b>	Chairman
	Romil Jabonero	Member
	Anastacio Ma	Member
	Abel Galler	Member
	Leny Ama	Member
North District	<b>Teofilo Ontoy</b>	Chairman
	Benjamin Buhawe	Member
	Virgilin Pizarro	Member
	Narita Padua	Member
	Josette Ygonia	Member
East District	<b>Aurelio Tilanduca</b>	Chairman
	Carlos Rara	Member
	Jesus Muring	Member
	Liza Balintongog	Member
	Renato Reyes	Member

District	Composition	Position
South District	<b>Lorenzo O. Capacio</b>	Chairman
	Ma. Antoneitte Reburiano	Member
	Armand Anthony Valde	Member
	Severina Gamot	Member
	Servillano Balicanta	Member
Far East District	<b>Jovy Molina</b>	Chairman
	Manny Pimentel	Member
	Evernold Berial	Member
	Mary Fe Gumayao	Member
	Rosalinda Puno	Member
West District	<b>Noel Tan Nery</b>	Chairman
	Fermin Rojas	Member
	Coslita Muring	Member
	Rachel Valde	Member
	Ferdinand Mortera	Member

**Secondary Level**

School	Composition	Position
Clustered High School	<b>Amparo Bautista</b>	Chairman
	Dinaflor Raagas	Member
	Paul Orong	Member
	Sonny Rojas	Member
	Rogelio Minoza	Member

School	Composition	Position
BNHS Main and its Annexes	Wilfredo Balmocena	Chairman
	John Rarogal	Member
	Rosalio Arangco	Member
	Elson Dahilog	Member
	Lorna Buendia	Member