



July 16, 2013

**DIVISION MEMORANDUM**

NO. 177 s. 2013

**5<sup>th</sup> DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING**

TO: Education Program Supervisors/Coordinators Designate  
 Public Schools District Supervisors  
 Elementary & Secondary School Heads  
 Section Heads, Division Office

176  
 Deped-MALAYBALAY CITY DIVISION  
**RELEASED**  
 Date: 7/17/13 Time: 2:25 PM  
 By: [Signature]

1. The 5th Division MANCOM Meeting will be held on **July 23, 2013** (Tuesday) at The **Gardens, Barangay 1**, Malaybalay City.

2. The expected participants are:

SDS	- 1	School Heads (Elem. & Sec.)-	57
EPS	- 9	Section Heads (Div. Office)	<u>- 6</u>
Coordinators	- 2		81
PSDSs	- 6		

3. Each participant shall be charged a registration fee of **Php 300.00** for one lunch and two snacks and other related expenses chargeable against local funds subject to the usual accounting rules and regulations.

4. The Six (6) Districts, Bukidnon National High School, and the Clustered Secondary Schools (Managok, Bangcud, Silae & San Martin) shall prepare a five-minute power point on enrolment report, existing class organization, NAT comparative analysis report for the past three (3) years in graphical presentation and strategies to be used to achieve the targets formulated during the Division Strategic Planning Workshop.

5. Immediate dissemination and compliance of this Memorandum is desired.

FOR THE SCHOOLS-DIVISION SUPERINTENDENT:

**PARISOL L. ORONG**  
 Secondary School Principal IV

OIC, Office of the Schools Division Superintendent