



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

DM 2020 - 08 - 297
DEPED MALAYBALAY CITY DIVISION
RELEASED
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BY: _____
AUG 03 2020 *gann*

DIVISION MEMORANDUM

No. 297, s. 2020

To: Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Education Program Supervisors
Public Schools District Supervisors
All School Heads
All Others Concerned
This Division

From: *(Signature)* **VICTORIA V. GAZO, PhD, CESO V**
Schools Division Superintendent

Date: August 3, 2020

Subject: **DIVISION MANAGEMENT COMMITTEE MEETING (MANCOM)**

1. To give updates and instruction for the upcoming activities and in preparation for the opening of classes in line with the Basic Education Learning Continuity Plan (**BE LCP**). This Office will hold it's Division Management Committee Meeting (**MANCOM**) on **August 5, 2020** at **Bukidnon National High School Gymnasium** on the following schedule.

- a. Morning Session (8:00 AM -12:00 NN)-Elementary Schools
- b. Afternoon Session (1:00 PM-5:00 PM)-Secondary and Integrated Schools

2. The participants to this meeting are:

- a. Assistant Schools Division Superintendent
- b. Chief Education Supervisors, CID and SGOD
- c. Education Program Supervisors
- d. Public Schools District Supervisors
- e. Senior Education Program Specialists,
- f. Education Program Specialists



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address:



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- g. Division Engineer
- h. Public Elementary and Secondary School Heads/Teacher-In-Charge/School In-Charge and
- i. Unit Heads

3. The following ad hoc committee shall take charge with the preparation and documentation of the said meeting.

Secretariat: Woodrow Wilson B. Merida
Marsfith M. Mamawag
Ria K. Alcuizar

Kit: Manuel D. Dinlayan
Paterno T. Padua, Jr.
Lucilyn M. Cahucom

4. Further, in observance to the Inter-Agency Task Force Health Protocol in the conduct of social gatherings, participants are advised to observe physical distancing and wearing of face mask/face shield throughout the activity.

5. Snacks of the participants shall be charged to Division Office MOOE while transportation and other incidental expenses shall be charged against school funds subject to usual accounting and auditing rules.

6. Should there be queries contact *Woodrow Wilson B. Merida*, Senior Education Program Specialist, Human Resource Development at 09178122754.

Copy furnished:
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TO BE POSTED IN THE WEBSITE



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