

2020-10297



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

DM 2020-08-312
DEPED MALAYBALAY CITY DIVISION
RELEASED

DATE: _____ TIME: 11:45
BY: 25/2020 *Jana*
AUG 25 2020

DIVISION MEMORANDUM

No. 312, 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:  **VICTORIA V. GAZO, PhD, CESO V**
Schools Division Superintendent

Date: August 25, 2020

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

1. In line with the upcoming activities and the updating of Schools Learning Continuity Plan for the opening of classes on October. This Office will hold its Division Management Committee Meeting (MANCOM) on **August 26, 2020 (Wednesday), 8:00 o'clock in the morning until 5:00 in the afternoon at Loiza's Pavillion, Casisang, Malaybalay City.**

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. Public Elementary and Secondary School Heads/School In-Charge and
- g. Unit/Section Heads



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
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3. The following ad hoc committee shall take charge with the preparation and documentation of the said meeting.

Secretariat: Woodrow Wilson B. Merida
Marsfifth M. Mamawag
Ria K. Alcuizar
Lucilyn M. Cahucom

Program/Event Master: Edelina M. Eborá

COVID-19 Screening and Response Team :

Jimdandy S. Lucine
Hazel M. Rusiana,RN
Jennifer Lincuna,RN

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. Meals and 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:
Records Unit
HRD

TO BE POSTED IN THE WEBSITE



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