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DEPED MALAYBALAY CITY DIVISION
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By: [Signature]

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

DIVISION MEMORANDUM

No. 109, s. 2023

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: March 28, 2023

Subject: **2nd DIVISION MANAGEMENT COMMITTEE MEETING**

1. This Office hereby informs the field on the conduct of the **2nd Division Management Committee Meeting (MANCOM)** on **March 31, 2023** (Friday) at exactly 9:00 o'clock in the morning to 5:00 in the afternoon at Loizas Pavillion, Grand Hall, Casisang, Malaybalay City, Bukidnon.
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
- g. Division Engineer
- h. Public Elementary and Secondary School Heads/Teacher-In-Charge/School In-Charge and
- i. Unit Heads



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address: malaybalay.city@deped.gov.ph



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

Secretariat:

Mary Gladys J. Dublas
Karl C. Pagaran
Marsfifth M. Mamawag
Louie Jay G. Tito- Program Master

Hall Preparation:

Edelina M. Eborra
Manuel L. Dinlayan II and GS

Technical:

Rex C. Dacanay
Rio G. Arbutante

Medical Team

Maria Sarline R. Openiano-Flores, MD, MPM
All Nurses

4. Should there be queries contact *Woodrow Wilson B. Merida*, Senior Education Program Specialist, Human Resource Development at 09664752094.

Copy furnished:

Records Unit
HRD



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