



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

DM - 2023 - 12 - 554
 DEPED MALAYBALAY CITY DIVISION
RELEASED

DATE: _____ Time: 2:19
 By: DEC 21 2023

DIVISION MEMORANDUM

NO. 554, 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:  **CHERRY MAE L. REYES, PhD, CESO V**
 Schools Division Superintendent

Date: December 21, 2023

Subject: **DIVISION (MANCOM FAMILY) GET TOGETHER**

1. This Office hereby informs the field on the conduct of the “**Division (MANCOM) Family Get Together**” on **December 22, 2023** (Friday) at exactly 9:00 a.m. to 12:00 noon at Bukidnon National High School Gymnasium, 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 of the preparation and documentation of the said activity.

Secretariat:

Mary Gladys J. Dublas
Marsifith M. Mamawag
Karl C. Pagaran -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. All participants shall wear smart casual attire as well as the Division office MANCOM Family members.

5. In addition, the participants are advised to bring their own food provision.

6. 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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