




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

DM- 2024- 07- 104
DEPED MALAYBALAY CITY DIVISION
RELEASED

DATE: _____ Time: _____
By: MAR 13 2024 

DIVISION MEMORANDUM
NO. 104 S.2024

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: March 13, 2024

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 14, 2024** (Thursday) at exactly 8:00 o'clock in the morning to 5:00 in the afternoon at Bukidnon National High School, LPT Hall, 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
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3. The following ad hoc committee shall take charge of the preparation and documentation of the said meeting.

Secretariat:

Mary Gladys J. Dublas
Marsfith M. Mamawag
Karl C. Pagaran -Program Master

Hall Preparation:

Edelina M. Eborá
Manuel L. Dinlayan II and GS

Technical:

Rex C. Dacanay
Rio G. Arbutante

Kit and Material Reproduction:

Paterno T. Padua

Medical Team

Maria Sarline R. Openiano-Flores, MD, MPM
Jennifer L. Madelo and Kezzia Fatima M. Un

4. In addition, all school heads shall wear their DepEd-prescribed uniform as well as the division office personnel.

5. 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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