



Republic of the Philippines  
**Department of Education**  
Region XII  
**Division of Sarangani**



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**Division Memorandum**  
**No. 356, s. 2014**

**TO :** Assistant Schools Division Superintendents  
Education Program Supervisors and Coordinators  
District Heads  
Principals/ Head Teachers with item only  
Both Public Elementary and Secondary Schools  
Division PTA Federated Officers

**FROM :**   
**ISAGANI S. DELA CRUZ**  
Schools Division Superintendent

**SUBJECT :** **4<sup>th</sup> REGULAR MANAGEMENT COMMITTEE MEETING (MANCOM)**

**DATE :** October 13, 2014

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1. For the information of all concerned, the Division of Sarangani will be holding the **4<sup>th</sup> Regular MANAGEMENT COMMITTEE MEETING (MANCOM)** on **October 20, 2014 at Capitol Gymnasium, Capitol Compound, Alabel, Sarangani Province**. This MANCOM will be hosted by the Alabel National High School with Planning and Records Offices as co-hosts.
2. The participants to this activity are **Assistant Superintendents, Education Program Supervisors and Coordinators, District Heads, Principal, Head Teachers with item only both Elementary and Secondary Schools and Division PTA Federated Officers**.
3. The said meeting shall have the different updates:
  - A. Feedback from the Regional Integrated Competitions—Donna S. Panes, Chief CID /OIC ASDS
  - B. School Governance Operation Division- Ma. Shirley M. Cardinal, Chief SGOD
  - C. Assistant Schools Division Superintendent's Office- Diosdado F. Ablanido
  - D. Schools Division Superintendent's Office- Isagani S. Dela Cruz
  - E. SPAA Result / Feedback – Edie Nabor
  - F. Kinder- Garelene Agnes Dona-al
  - G. Planning Office- Bualan Abid Jr.
  - H. Accounting Office- Leonardo Eugenio
  - I. Others



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4. There shall be a **Tree Growing and Vegetable Planting** at the Division Office grounds at 8:00 A.M. before the MANCOM proper. This is a joint activity with Division Federated PTA Officers who will prepare the soil and plots for our planting activity.
  5. For the Gulayan sa Division, MANCOM participants are requested to bring garden tools and vegetable planting materials as indicated below.
  6. For the Tree Planting activity, District Heads are requested to bring 2 assembled Tree Guards and 1 piece of 4 inches x 12 inches signage with the District Name on it (e.g. East Kiamba Tree) (Black print with white background.)
  7. Enclosed are the assigned vegetables per municipality and program of activities.
  8. A registration fee of Two Hundred Pesos (₱ 200.00) shall be collected from each participant to defray expenses for meals and snacks. The registration fee and travelling expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
  9. Immediate dissemination of this Memorandum is desired.



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Enclosure to DM No. 356, s. 2014

**List of Vegetable assigned per municipality**

<b>Municipality</b>	<b>Vegetable</b>	<b>Number of Plots</b>
1. Alabel	Eggplant	2
2. Malapatan	Ampalaya	3
3. Maasim	Patola	2
4. Malungon	Okra and ginger	4
5. Kiamba	Alogbati	3
6. Maitum	Patani/ kalabasa	2
7. Glan	Sitaw	3
8. Division Office	Malunggay and lemon grass (c/o Araceli Dinopol)	100- seedlings
9. Secondary		4(1 per cluster)
MAKIMA	Pechay	1
Glan	Raddish	1
Malungon	Kamatis	1
Alabel & Malapatan	Pipino or atsal	1
10. Private schools	Onions(sibuyas dahon)	1

**Program of Activities**

<b>Time</b>	<b>Activity</b>
7:30—8:00 A.M.	Arrival and Registration
8:00-9:00 A.M.	Tree growing and Vegetable Planting
9:00- 9:30 A.M.	Opening Program and working snacks
9:30-12:00 Noon	MANCOM proper
12:00-1:00 P.M.	Fellowship lunch
1:00-4:00 P.M.	Continuation of MANCOM