




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



Division Memorandum
No. 55, s. 2015

TO : Assistant Schools Division Superintendents
Education Program Supervisors and Coordinators
District Heads
School Principals, Head Teachers and Teacher Leaders
Both Elementary and Secondary Schools
This Division

FROM : 
ISAGANI S. DELA CRUZ
Schools Division Superintendent

SUBJECT : 7th REGULAR MANAGEMENT COMMITTEE MEETING (MANCOM)

DATE : February 6, 2015

1. The Department of Education- Division of Sarangani will hold its **7th Regular MANAGEMENT COMMITTEE (MANCOM) MEETING** on February 12, 2015 at Malandag Central Elementary School, Malungon, Sarangani Province. The Division co-host will be the Governance Operation Division (GOD).

Updates will be given by the following:

- a. CID - Donna S. Panes - CID Chief, OIC
 - b. GOD – Shirley Cardinal - GOD Chief, OIC
 - c. DIOSDADO F. ABLANIDO, CPA -Asst. Schools Div. Superintendent
 - d. ISAGANI S. DELA CRUZ ,CESO V- Schools Div. Superintendent
 - e. Others
2. The participants to this activity are **Assistant Schools Division Superintendent, Education Program Supervisors and Coordinators, District Heads, School Principals, Head Teachers and Teacher Leaders both Elementary and Secondary Schools**. Attendance is a must.
 3. The host district head is advised to assign a school head to take the minutes of the meeting to be submitted to the ASDS office a week after the MANCOM. The previous minutes of the meeting will be read by Leah Tingson, the host principal of the last MANCOM. Further, the host school is asked to prepare a short program.
 4. A registration fee of Two Hundred Pesos (Php 200.00) shall be collected from each participant to defray expenses for meal and snacks. The registration fees and traveling expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
 5. Immediate dissemination of this memorandum is desired.

