




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



Division Memorandum
No. 58, 2014

TO : OIC-Assistant Schools Division Superintendent
All Division Personnel
District Heads
Central School Principals and Secondary School Heads
Both Public Elementary and Secondary Schools

FROM : 
ISAGAN L. DELA CRUZ
Schools Division Superintendent

SUBJECT : Special Management Committee (MANCOM) Meeting

DATE : February 18, 2014

1. This is to inform you that we shall have a **SPECIAL MANAGEMENT COMMITTEE (MANCOM) MEETING at Phela Grande Hotel, Magsaysay St., General Santos City**, be held on February 21, 2014 at 3:00 PM – 10:00 PM. The agendum is **Updates of the Different Programs and Projects** in the division.
2. Participants to this occasion are all Division Personnel (both teaching and non- teaching), District Heads, Central Principals and Secondary School Heads of both public elementary and secondary schools. Participants shall **wear casual attire or Sunday's best**.
3. There shall be one (1) creative **presentation**. One from the District Heads and School Heads per municipality and from the teaching and non- teaching group. Each presentation must be not more than 7 minutes.
4. A registration fee of Five Hundred Pesos(Php500.00) shall be collected from each participants
5. Travel to and from of the participants shall be charged against local funds subject to proper accounting and auditing rules and regulations
6. Immediate dissemination of this Memorandum is desired.

