



Republic of the Philippines  
**Department of Education**  
Region XII  
**Division of Sarangani**  
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**Division Memorandum**  
**No. 175, s.2014**

**TO :** Assistant Schools Division Superintendent  
Education Program Supervisors and Coordinators  
District Supervisors/ District Principal In-Charge  
Identified School Heads in Principal Plantilla Position  
Both Elementary and Secondary Schools  
This Division

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

**SUBJECT :** 1<sup>st</sup> REGULAR MANAGEMENT COMMITTEE  
MEETING (MANCOM)

**DATE :** June 24, 2014

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1. Please be informed that our 1<sup>st</sup> Regular **MANAGEMENT COMMITTEE MEETING (MANCOM) will be** on July 1, 2014 at Alabel National Science High School, Alabel, Sarangani Province.
2. The participants to this activity are Assistant Superintendents, Education Program Supervisors and Coordinators, District Heads, School Heads (with Principal Plantilla positions of both Elementary and Secondary Schools.
3. The said meeting shall have the different updates from its offices:
  - A. Curriculum Instruction Division – Reynaldo C. Tagala
  - B. School Governance Operation Division- Ma. Shirley M. Cardinal
  - C. Assistant Schools Division Superintendent Office- Diosdado F. Ablanido
  - D. Schools Division Superintendent Office- Isagani S. Dela Cruz
4. The host district is advised to assign a school head to take the minutes of the said Meeting and will be submitted to the ASDS office a week after the MANCOM. The host school is also asked to prepare a short program .Attendance is a must.
5. A registration fee of Two Hundred Pesos (₱ 200.00) shall be collected from each participant to defray expenses for meals and snacks. Registration fee and travelling expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.
7. Attendance is a must.