

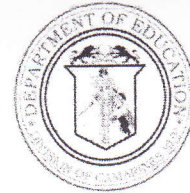


Department of Education

Region V

DIVISION OF CAMARINES SUR

Freedom Sports Complex, San Jose, Pili, Camarines Sur



DIVISION MEMORANDUM

NO. 232 s. 2016

TO: Asst. Schools Division Superintendents
Chief Education Program Supervisors
Education Program Supervisors
Central School/Big Schools Principals
Public Schools District Supervisors
Administrative Officer V

FROM:  **ARNULFO M. BALANE, CESO V**
Schools Division Superintendent

DATE: September 26, 2016

SUBJECT: **DIVISION MANCOM**

1. The regular MANCOM meeting of Elementary School Heads and Public Schools District Supervisors (PSDS) is scheduled on October 4, 2016 at 8:00AM to 5:00PM at the Regent Hotel, Naga City.
2. The following are the agenda to be discussed:
 - a. Policy Direction
 - b. Recent Issuances
 - c. National Teachers' Day/World Teachers' Day
 - d. Division Updates and Other Upcoming Activities
 - e. Programs and Projects
 - f. CID and SGOD Concerns
 - g. ASDSs Concerns
 - h. Other Matters
3. The participants are the Schools Division Superintendent, 3 Assistant Schools Division Superintendents, 2 Chief Education Supervisors, 12 Education Program Supervisors, 45 Public Schools District Supervisors (Elementary), 56 Central School/Big Schools Principals, 1 Senior Education Program Specialist, and 1 Education Program Specialist II (Enclosure no.1).
4. A **registration fee of PhP 400.00** of ALL participants shall be automatically deducted from the Division/School MOOE/Local Funds.
5. It is expected that the Public Schools District Supervisors will likewise conduct the District MANCOM Meeting.
6. The Host District for this ManCom is the 4th Congressional District and shall take charge of the opening preliminaries (bring service laptop) and documentation.
7. Travel and other expenses shall be charged against school/Division MOOE/local funds subject to the usual accounting and auditing rules and regulations.
8. Attendance of all concerned is a must.
9. Immediate and wide dissemination of this Memorandum is desired.