



Republic of the Philippines
Department of Education
Region VI – Western Visayas



SCHOOLS DIVISION OFFICE of KABANKALAN CITY

City of Kabankalan

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January 8, 2020

DIVISION MEMORANDUM

No. 05, s. 2020

TO: Asst. Schools Division Superintendent
CID & SGOD Chiefs and Personnel
Administrative Officer V
Public Schools District Supervisors
Public Elementary & Secondary School Heads
All Others Concerned

MANAGEMENT COMMITTEE MEETING (MANCOM)

1. The Schools Division Office of Kabankalan City will conduct the Management Committee Meeting (MANCOM) on January 24, 2020 (8:00 AM – 5:00 PM) at a venue to be determined.
2. The Management Committee Meeting aims to:
 - a. discuss and update participants of DepEd and Division office thrusts and programs for effective and efficient delivery of education services to schools and learning communities
 - b. update offices on status of project/interventions implementation for management decisions
 - c. clarify issues and concerns on programs and project implementations and operations towards desired results
2. Participants of the MANCOM are the CID, SGOD, Admin Personnel and Elementary & Secondary School Heads. **NO PROXY ALLOWED.**
3. Food, accommodation and other operating expenses shall be charged against Division MOOE/Local funds subject to usual accounting and auditing rules and regulations
4. For immediate dissemination and compliance.

PORTIA M. MALLORCA, PhD, CESQ V
Schools Division Superintendent