

July 8, 2019

DIVISION MEMORANDUM

No. 120, s. 2019

7th Division Management Committee (ManCom) Meeting

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Public School District Supervisors
Elementary and Secondary School Heads

1. The Schools Division Office of Kabankalan City will conduct the 7th Division Management Committee (ManCom) Meeting on July 12, 2019 from 8:00 am to 5:00 pm at Daan Banua Elementary School Covered Court, Brgy. Daan Banua, Kabankalan City.
2. This activity will discuss and update the division personnel and school heads on the division issues and concerns and school deliverables in handling education-quality services.
3. Participants are the ASDS, Information Technology Officer, Supply Officer, Accountant, Budget Officer, Administrative Officer V, Attorney III, personnel from Curriculum Implementation Division, School Governance and Operations Division, and Elementary and Secondary School Heads.
4. Snacks and lunch will be served chargeable against Division INSET Fund while travel expenses of participants is chargeable against local funds / MOOE subject to the usual accounting and auditing rules and regulations.
5. For dissemination and compliance of all concerned.


MA. LORLINIE M. ORTILLO, CESO VI
Schools Division Superintendent