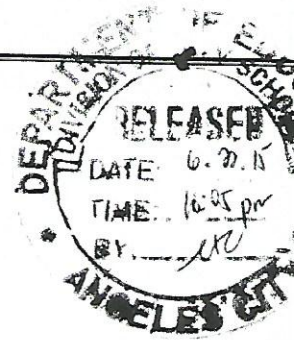


June 22, 2015


DIVISION MEMORANDUM
No. 114, S. 2015



MANAGEMENT COMMITTEE (MANCOM) MEETING

To: Chiefs of CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
Unit Heads

1. Please be informed that a **MANAGEMENT COMMITTEE (MANCOM) MEETING** is set on June **25**, 2015 from 8:00 A.M. to 5:00 P.M. at Gabaldon Building.
2. **PROCEEDING – 8:00 A.M.**
 - Part I** - Preliminaries
National Anthem
Prayer
 - Part II** - Meeting Proper
Agenda
 - a. Disaster Management - Mrs. Cristina Sarmiento
 - b. Final Enrolment - Mrs. Marilou Castro
 - c. Supervisory Visits - Ms. Victoriana Bondoc
 - d. PTA Activities - Mrs. Lyn Lansangan
 - e. Deployment of Teachers
(New Items & Excess Teachers) - Mr. Ronald Balatbat
 - f. Financial Statements - Dr. Nicolas T. Capulong
 - g. Other Matters
3. A registration fee of P 250.00 shall be collected from each participant to defray expenses for 2 snacks and 1 meal charged to School MOOE / School Canteen funds subject to usual accounting and auditing rules and regulation.
4. The Cluster 1 shall be in-charge of the Preliminaries and the recording of the minutes of the meeting.
5. Attendance is a must.
6. Immediate dissemination of the contents of this Memorandum is desired.


NICOLAS T. CAPULONG, Ph.D., CESO V
Schools Division Superintendent