



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

18 October 2022

DIVISION MEMORANDUM
No. 355 , s. 2022

**5TH REGULAR DIVISION
MANAGEMENT COMMITTEE (MANCOM) MEETING**

To: Office of the Assistant Schools Division Superintendent
School Governance and Operations Division Chief
Curriculum Implementation Division Chief
Public Schools District Supervisors/District In-Charge
Public Elementary and Secondary School Heads
Private Elementary and Secondary School Administrators
SDO EXECOM Members
All others concerned

1. This Office announces the conduct of the **5th Regular Division Management Committee (ManCom) Meeting** to be held at **Forest Park, Consuelo, Baliling, Santa Fe, Nueva Vizcaya** on **October 20, 2022 at 8:30 in the morning**.
2. The Division ManCom Meeting agenda are the following:
 1. Issues and concerns being encountered by schools on the gradual transition to 5 days In-person Classes
 2. Status of school preparation of 5-day In-person classes
 3. Functional Division Updates
 5. Administrative Matters
 6. SDS Hour
 7. Other Matters
3. The Mancom Meeting participants are select SDO ExeCom Members, Education Program Supervisors, District Supervisors and Public and School Heads of Public and Private Schools with the list hereto attached for guidance and reference. The attendees are requested to attend in their IP-inspired attire.
4. The participants are requested to pay a Registration Fee of Five Hundred Pesos (Php500.00) to cover expenses for 2 snacks and lunch and other incidental expenses charged to local funds subject to usual accounting guidelines, rules and regulations.
5. The meals of the SDO Management Committee shall be charged against the Division MOOE subject to usual accounting guidelines, rules and regulations.




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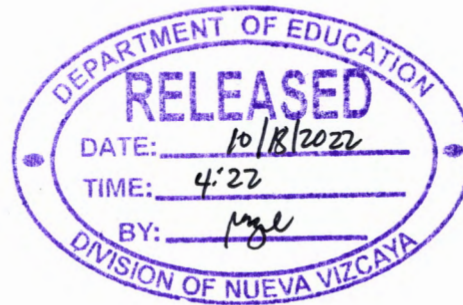
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6. All attendees are advised to ensure the observance and strict compliance to IATF and DOH protocols and guidelines.
7. For the Evaluation of the ManCom Meeting, the participants are requested to assess online using the link <https://tinyurl.com/SDONuevaVizcayaMeetingEval>.
8. For information, guidance and compliance.


RACHEL R. LLANA, PhD., CESO V
Schools Division Superintendent



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Enclosure to **DM 355** s.2022

5th Regular Division
Management Committee (Mancom) Meeting
List of Participants and Matrix of Activities

A. Expected participants

- SDO
 - Rachel R. Llana, PhD, CESO V
 - Mary Julie A. Trus, PhD, CESE
 - Romulo S. Ancheta, PhD
 - Maricel S. Franco, PhD, CESE
 - Dindo John H. Moreno, PhD
 - Norie Nimfa A. Aquino, PhD
 - Roger S. Sebastian, PhD
 - Macrino A. Raymundo, PhD
 - Orlando D. Vicente, PhD
 - Bermelita E. Guillermo, PhD
 - Ma Concepcion D. Absalon, PhD
 - Melany M. Asuncion, PhD
 - Maritess E. Vidad
 - Wilhemina Castro
 - Ronnie Bibas
 - Hilda Aragon
 - Atty. Julius Caesar G. Domingo, CPA
 - Princess Cachola
 - Noli Mar M. Navarro, PhD
 - Rommel S. De Gracia, PhD
 - Marianne C. Eugenio, PhD
 - Roscoe N. Gacusana, PhD
 - Engr. Carol Q. Lagula
 - Maria Teresa B. Iglesia
 - Dr. Rydiant Blessing Joy L. Manuel
 - Rudy S. Agustin
- District : 23 PSDSs and DICs
- School : 47 NVASSP Secondary School Heads
 - 69 Elementary School Heads : 3 from each district (1 Central School,
1 Elementary School, 1 TIC/OIC)
 - 5 Private School Administrators



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B. Matrix of Activities

Topic/Agenda	Discussant/ In-charge
I. Preliminaries	
<i>National Anthem</i> <i>Prayer</i> <i>Recitation of the NQPS</i> <i>Opening Remarks</i> <i>Message</i>	<i>Marianne C. Eugenio, PhD</i> <i>With the Host District</i>
<ul style="list-style-type: none"> • Certification of Quorum • Meeting Call to Order • Meeting Agenda • Status of Actions Taken in the Previous Division ManCom Meeting 	Princess C. Aquitania, <i>HRMO</i> Mary Julie A. Trus, PhD, CESE <i>ASDS, Presiding Officer</i> Dindo John H. Moreno, PhD <i>EPS, CID</i>
II. Meeting Proper	
<ul style="list-style-type: none"> • Issues and concerns being encountered by schools on the gradual transition to 5 days In-person Classes 	Melany M. Asuncion, PhD <i>EPS, SGOD</i>
<ul style="list-style-type: none"> • Status of school preparation of 5-day In-person classes 	Maricel S. Franco, PhD, CESE <i>Chief, CID</i>
<ul style="list-style-type: none"> • Functional Division Updates CID SGOD OSDS 	Maricel S. Franco, PhD, CESE <i>Chief, CID</i> Romulo S. Ancheta, PhD <i>Chief, SGOD</i> Mary Julie A. Trus, PhD, CESE <i>Assistant Schools Division Superintendent</i>
<ul style="list-style-type: none"> • Administrative Matters 	Maritess E. Vidad <i>AO-V</i>
<ul style="list-style-type: none"> • SDS/ASDS Hour 	Rachel R. Llana, PhD., CESO V <i>Schools Division Superintendent</i>
<ul style="list-style-type: none"> • Other Matters 	Mary Julie A. Trus, PhD, CESE <i>Assistant Schools Division Superintendent</i>
III. Meeting Adjournment	



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