



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

13 December 2022

DIVISION MEMORANDUM  
No. 442 , s. 2022

**6<sup>TH</sup> 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  
All others concerned

1. This Office announces the conduct of the **6<sup>th</sup> Regular Division Management Committee (ManCom) Meeting** to be held at **Binwag Gymnasium, Aurora, Quezon, Nueva Vizcaya** on **December 21, 2022 at 8:30 in the morning.**
2. The Division ManCom Meeting agenda are the following:
  1. Launching of Division Education Development Plan
  2. Presentation of Division OPCRf Accomplishments
  3. Functional Divisions Updates
  4. NVASSP & NVESHA Accomplishments
  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 District In-charge, School Heads and Assistant Principals. The attendees are requested to attend in their assigned shirt color as indicated in the list hereto attached for guidance and reference.
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.
6. All attendees are advised to ensure the observance and strict compliance to IATF and DOH protocols and guidelines.



**Address:** Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya  
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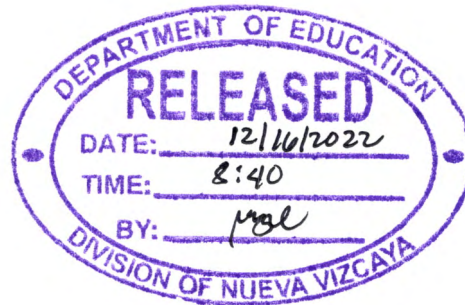


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7. All the identified participants who cannot attend the said activity are requested to submit a justification/explanation letter to the Office of the Schools Division Superintendent at least three (3) days prior the conduct of the activity.
8. For the Evaluation of the ManCom Meeting, the participants are requested to assess online using the link <https://tinyurl.com/SDONuevaVizcayaMeetingEval>.
9. For information, guidance and compliance.

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





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Enclosure to DM No 442, s.2022

6<sup>th</sup> 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  
Ronnie Bibas, PhD  
Hilda Aragon  
Melany M. Asuncion, PhD  
Maritess E. Vidad  
Atty. Julius Caesar G. Domingo, CPA  
Emerson B. Balut, CPA  
Jeasel J. Alayu  
Pink Euria M. Montano  
Princess Cachola  
Gaye D. Castillo  
Razel Navarrete  
Noli Mar M. Navarro, PhD  
Rommel S. De Gracia, PhD  
Marianne C. Eugenio, PhD  
Roscoe N. Gacusana, PhD  
Engr. Carol Q. Lagula  
Ma Teresa B. Iglesia  
Geepee Kelsey E. Vidad  
Dr. Rydiant Blessing Joy L. Manuel  
Dr. Epifania Tumaliuan  
Rudy S. Agustin  
Maricar Valido  
Rosula Balberan

- District : 23 PSDSs and DICs
- Schools: Principals, head Teachers, Teacher-in-Charge (School Heads) and Assistant Principals



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Elementary and Secondary Schools

District	Principal	Assistant Principal	Head Teacher	Teacher In-charge	Total
Alfonso Castaneda	2		4	6	12
Ambaguio	1		10	5	16
Aritao 1	5		2	6	13
Aritao 2	3		6	5	14
Bagabag 1	10	1		4	15
Bagabag 2	5		3	4	12
Bambang 1	8		1	8	17
Bambang 2	3		5	5	13
Bayombong 1	3		6	4	13
Bayombong 2	8		1	7	16
Diadi	6		4	5	15
Dupax Del Norte 1	5		6	2	13
Dupax Del Norte 2	4		5	4	14
Dupax Del Sur	3		8	7	18
Kasibu East	3		5	5	13
Kasibu West	10		3	5	18
Kayapa East	4		7	7	18
Kayapa West	5	1	4	6	16
Quezon	8		6	7	21
Santa Fe	4	1	2	7	14
Solano 1	8		3	1	12
Solano 2	8	1	2	5	16
Villaverde	4		4	3	11
Total	130	4	97	119	340

Groupings and Shirt Color

Group	Color	District
1	Orange	Bagabag 1, Bagabag 2, Diadi
2	Maroon	Bambang 1, Bambang 2
3	Red	Aritao 1, Aritao 2, Dupax Del Sur
4	Violet	Dupax Del Norte 1, Dupax Del Norte 2
5	Blue	Kasibu East, Kasibu West, Quezon
6	Yellow	Solano 1, Solano 2
7	Green	Ambaguio, Villaverde
8	Gray	Alfonso Castaneda, Sta. Fe
9	White	Kayapa East, Kayapa West
10	Pink	Bayombong 1, Bayombong 2



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**B. Matrix of Activities**

Topic/Agenda	Discussant/ In-charge
<b>I. Preliminaries</b>	
National Anthem Prayer Recitation of the NQPS Opening Remarks Message	Host District
<b>II. Meeting Proper</b>	
<ul style="list-style-type: none"> <li>• Certification of Quorum</li> </ul>	Princess C. Aquitania, <i>HRMO</i>
<ul style="list-style-type: none"> <li>• Meeting Call to Order</li> <li>• Meeting Agenda</li> </ul>	Mary Julie A. Trus, PhD, CESE <i>ASDS, Presiding Officer</i>
<ul style="list-style-type: none"> <li>• Actions Taken from the Minutes of the Previous Division ManCom Meeting</li> </ul>	Dindo John H. Moreno, PhD EPS, CID
<ul style="list-style-type: none"> <li>• Launching of Division Education Development Plan</li> </ul>	Mary Julie A. Trus, PhD, CESE <i>Assistant Schools Division Superintendent</i>
<ul style="list-style-type: none"> <li>• Presentation of Division OPCRF Accomplishments</li> </ul>	Rachel R. Llana, PhD., CESO V <i>Schools Division Superintendent</i>
<ul style="list-style-type: none"> <li>• Functional Division Updates CID SGOD OSDS</li> </ul>	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"> <li>• Administrative Matters</li> </ul>	Maritess E. Vidad AO-V
<ul style="list-style-type: none"> <li>• SDS/ASDS Hour</li> </ul>	Rachel R. Llana, PhD., CESO V <i>Schools Division Superintendent</i>  Mary Julie A. Trus, PhD, CESE <i>Assistant Schools Division Superintendent</i>
<b>III. Meeting Adjournment</b>	
<b>IV. Other Matters</b>	



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