



Republic of the Philippines
Department of Education
Region V

SCHOOLS DIVISION OFFICE OF SORSOGON
Sorsogon



(056) 421-5415

April 24, 2019

DIVISION MEMORANDUM

No. 81, s. 2019

2nd DIVISION MANCOM MEETING

To: Assistant Schools Division Superintendent
Chief, SGOD & CID
Education Program Supervisors/Division Coordinators
Public Schools District Supervisors
Section/Unit Heads
Heads, Public and Private Elementary and Secondary Schools
Department Heads and Assistant Principals of Secondary Schools

1. The 2nd Division MANCOM Meeting will be conducted on the following dates and venues:

DATE	PARTICIPANTS	HOST	VENUE
May 15, 2019	Elementary School Heads of 1 st Congressional District	Castilla South District	Villa Isabel Hotel Sorsogon City
May 16, 2019	Elementary School Heads of 2 nd Congressional District	Sta. Magdalena District	Villa Isabel Hotel Sorsogon City
May 17, 2019	Secondary School Heads Department Heads and Assistant School Principals	Irosin Cluster	Nature's Spring Resort, Irosin

The identified host district/cluster will still be in-charge of ensuring that the venue is prepared, minutes taken and other concerns relative to the activity are looked into.

2. The agenda to be discussed are as follows:

1. Results of DMEA;
2. Preparations for the Opening of Classes;
3. Items taken up in the Regional MANCOM Meeting;
4. Updates from the OSDS, CID & SGOD;
5. Other matters.

3. SDO Section Heads shall attend in all schedules while personnel of CID and SGOD shall attend in the schedule of the Secondary Schools and the respective schools/districts assigned to them. Participants are encouraged to wear summer attire.

5. Transportation, incidental expenses and/or registration fee shall be charged against local/MOOE funds subject to the usual accounting and auditing rules and regulations.

6. Immediate dissemination of this Memorandum to all concerned is desired.


LOIDA N. NIDEA, Ed. D., CESO V
Schools Division Superintendent 