July 25, 2019

DIVISION MEMORANDUM
No. 142 s. 2019

3rd 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 3rd Division MANCOM Meeting will be conducted on the following dates and venues:

<table>
<thead>
<tr>
<th>DATE</th>
<th>PARTICIPANTS</th>
<th>HOST</th>
<th>VENUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 31, 2019</td>
<td>Elementary School Heads of 1st Congressional District</td>
<td>Pilar III District</td>
<td>Villa Isabel Hotel, Sorsogon City</td>
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<tr>
<td>August 1, 2019</td>
<td>Elementary School Heads of 2nd Congressional District</td>
<td>Irosín I District</td>
<td>Villa Isabel Hotel, Sorsogon City</td>
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<tr>
<td>August 2, 2019</td>
<td>Secondary School Heads Department Heads and Assistant School Principals</td>
<td>Castilla Cluster</td>
<td>Villa Isabel Hotel, Sorsogon City</td>
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</tbody>
</table>

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. Items taken-up in the Regional MANCOM

   a. Updates from the Regional Director
      1. Priorities of SLMB for the last three years (Last Mile Schools);
      2. Absorptive Capacity of Public Schools;
      3. Fund Releases for 2019
         ▪ Special Hardship Allowance
         ▪ Cash Allowances
         ▪ Magna Carta Benefits for Health Workers
         ▪ School-Based Feeding Program, etc
      4. Guidelines on the Use of Official Mobile Phone Subscriptions/Lines & Prepaid Load
      5. EO No. 77, s. 2019: Prescribing Rules, Regulations and Rates of Expenses and Allowances for Official Local and Foreign Travel of Government Personnel

2. Updates from the

   a. OSDS
   b. CID
   c. SGOD

3. 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 corporate attire with blue (male) and pink (female) accents.

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