



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

January 24, 2020


DIVISION MEMORANDUM

NO. 23, s. 2020

FIRST DIVISION MANAGEMENT COMMITTEE MEETING

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

1. This Office informs the field that the conduct of the First Division Management Committee Meeting will be on **January 30, 2020 at Casiguran Gymnasium, Central, Casiguran, Sorsogon.**
2. Significant programs, issues, concerns and other matters will be discussed.
3. Participants in this management committee meeting are the **Heads of Elementary, Secondary School and all assistant principals.**
4. The host for this activity is the Schools Governance and Operations Division that will be in-charge of ensuring that the venue is prepared, minutes taken and other concerns relative to the activity are looked into.
5. Transportation and other incidental expenses shall be charged against local/MOOE funds subject to the usual accounting and auditing rules and regulation.
6. Immediate dissemination of this Memorandum to all concerned is desired.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent



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