



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

August 12, 2025

DIVISION MEMORANDUM

No. 214, s. 2025

4TH DIVISION MANAGEMENT COMMITTEE MEETING FOR CY 2025

TO : Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
SDO Section Heads
Public Schools District Supervisors
Division Coordinators
Public Elementary and Secondary School Heads
Technical Working Group
All Others Concerned

1. This office will hold a **Division Management Committee Meeting** on **August 29, 2025, 8:00 in the morning to 5:00 in the afternoon** at **Sorsogon Convention Center, City Hall Compound, Cabid- an Sorsogon City**. It will be hosted by the Curriculum Implementation Division (CID).

2. The activity aims to provide updates on the following:

- Regional Management Committee Meeting
- upcoming activities of DepEd Sorsogon Province Division
- 2025 World Teachers Day and National Teachers Day Celebration
- operation of SDO sections
- other matters

3. The participants in this activity shall wear **smart casual attire** and encourage to come on time for the activity.

Participants	No.
• Schools Division Superintendent	1
• Assistant Schools Division Superintendent	1
• Chief of Curriculum Implementation Division	1
• Chief of School Governance Operations Division	1
• Section Heads	11
• Elementary and Secondary School Heads	531
• Assistant School Principals	18
• Public Schools District Supervisors	28
• ALS	2
• Division Coordinators	10
• Medical Section /Nurse	4
• TWG	7
TOTAL	615



4700



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4. The Technical Working Group shall meet for a coordination meeting on Tuesday, August 26, 2025 at 3:00 o'clock in the afternoon at Bulwagan ng Karunungan.
5. Meals and other expenses of participants from the SDO shall be charged against Division MOOE, while travelling expense of the school heads shall be charged against their local funds/school MOOE. All expenses are subject to the usual accounting and auditing rules and regulations.
6. This **Memorandum** serves as **Travel Order**.
7. For information and guidance.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent



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Enclosure No. ____ to Division Memorandum No. ____s, 2025

PROGRAM OF ACTIVITIES
FOURTH DIVISION MANAGEMENT COMMITTEE MEETING
SORSOGON CONVENTION CENTER
August 29, 2025
8:00 AM – 5:00 PM

Date/Time	Activity	In-Charge/Resource Person/s
7:00 - 7:45	Arrival/Registration	Registration Committee
8:00 - 12:00	Preliminaries Philippine National Anthem Prayer Sorsogon March DepEd Quality Policy Statement	Audio Visual Presentation Marianne Z. Arines
	Checking of Attendance (Roll Call)	Jomar E. Enguerra Administrative Officer V
	MANCOM Meeting Proper Declaration of Quorum Call to Order Review and Approval of the Minutes of the Previous Meeting Business and Approval of the Previous Minutes	Cheryll V. Bermudo Assistant Schools Division Superintendent
	Superintendent's Hour	Jose L. Doncillo, CESO V Schools Division Superintendent
	CID Updates SGOD Updates Updates from Section Heads	Gina Q. Tarog Chief, Education Supervisor, CID John Rey J. Perez Chief, Education Supervisor, SGOD
12:00 – 1:00	Lunch Break	
12:00 – 5:00	Management Committee ...continuation	



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EXECUTIVE COMMITTEE

JOSE L. DONCILLO	SCHOOLS DIVISION SUPERINTENDENT
CHERYLL V. BERMUDO	ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
GINA Q. TAROG	CHIEF, CURRICULUM IMPLEMENTATION DIVISION
JOHN REY J. PEREZ	CHIEF, SCHOOL GOVERNANCE OPERATIONS DIVISION
TECHNICAL WORKING GROUP	
ELVIE J. FIGUEROA	CHAIRMAN
MARIBEL B. DARADAR	CO- CHAIRMAN /PROGRAM/ INVITATION
ANNIE P. BAYLON	MINUTES OF MANCOM
LIBERTINE JOY BALDILLO	DOCUMENTATION
MARRIANNE Z. ARINES	VENUE PREPARATION
JOFFRE MIRANDILLA	VENUE PREPARATION
JOSE TRINANES	VENUE PREPARATION
ROMAN JEBULAN	PPT/SLIDE DECK PREPARATION
JOHN HIDEA	ICT SUPPORT
ROBERT ENRERA	ICT SUPPORT
MARIA CRISTINA BARRAMEDA	REGISTRATION/APPEARANCE
JOSEPHINE C. EBUENGA	REGISTRATION/APPEARANCE
CHRISTIAN VILLANUEVA	REGISTRATION/APPEARANCE
KATHLYN CARLA MAE A. DELLOSA	REGISTRATION/APPEARANCE
TREXIE E. ESQUEJO	REGISTRATION/ APPEARANCE
NURSE 1	MEDICAL
NURSE 2	MEDICAL
ROMEO G. LLONA	MASTER OF CEREMONY