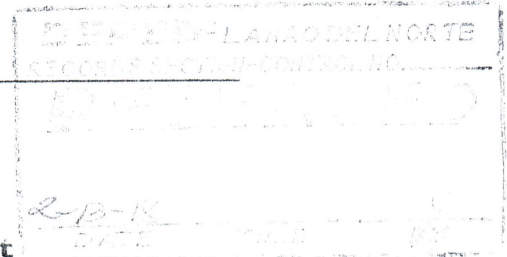


Republic of the Philippines  
Department of Education  
Region X  
DIVISION OF LANA DEL NORTE  
Tubod, Lanao del Norte  
Tel. No. 227-6633 (PLDT)  
email add: lanaodel.norte001@deped.gov.ph



Division Memorandum  
No. 18 s. 2018

To : **Assistant Schools Division Superintendent**  
**CID & SGOD Personnel**  
**Elementary & Secondary School Heads/SIC**  
**Administrative Officer V**  
**Administrative Officer IV**  
**Accountant**  
**ITO**  
*This Division*

From: **ROY ANGELO E. GAZO**  
Schools Division Superintendent

Date: **February 12, 2018**

Subject: **1<sup>st</sup> Division Management Committee Meeting**

1. In line with the Department's mandate for good governance, this Office will hold its 1<sup>st</sup> Division Management Committee Meeting (MANCOM) on February 22, 2018 for Region I and February 23, 2018 for Region II at Mindanao Civic Center Function Hall, Tubod, Lanao del Norte.
2. The participants of the Division MANCOM Meeting and its schedules are indicated in Enclosure 1.
3. Travel and other expenses of the participants shall be charged to local funds, subject to the usual accounting and auditing policies, rules, and regulations.
4. The program of activities is found in Enclosure 2 for your guidance.
5. Immediate and wide dissemination of this Memorandum is desired.

**Participants of the 1<sup>st</sup> Division Management Committee MANCOM Meeting**

<b>Office</b>	<b>Participants</b>	<b>Number</b>
Division Office	Schools Division Superintendent	<b>1</b>
	ASDS	<b>1</b>
	CID Personnel	<b>24</b>
	SGOD Personnel	<b>22</b>
	Section Heads	<b>7</b>
	Secretariat	<b>4</b>
<b>TOTAL</b>		<b>59</b>
<b>Region I February 22, 2018 ( AM )</b>	Poonapiagapo	<b>9</b>
	Pantao Ragat	<b>10</b>
	Munai	<b>8</b>
	Pantar	<b>8</b>
	Matungao	<b>9</b>
	Tagoloan	<b>10</b>
<b>TOTAL</b>		<b>54</b>
<b>Region I February 22, 2018 (PM)</b>	Maigo	<b>11</b>
	Linamon	<b>8</b>
	Kauswagan	<b>13</b>
	Baloi	<b>21</b>
	Bacolod	<b>14</b>
<b>TOTAL</b>		<b>67</b>
<b>Region II February 23, 2018 (AM)</b>	Tangkal	<b>4</b>
	Magsaysay	<b>9</b>
	Sapad	<b>12</b>
	Salvador	<b>12</b>
	Nunungan	<b>7</b>
	SND	<b>26</b>
	Baroy	<b>13</b>
	Kolambugan	<b>13</b>
<b>TOTAL</b>		<b>96</b>
<b>Region II February 23, 2018 (PM)</b>	Kapatagan	<b>35</b>
	Tubod	<b>31</b>
	Lala	<b>32</b>
<b>TOTAL</b>		<b>98</b>

**1<sup>st</sup> Division Management Committee MANCOM Meeting**

A. Program of Activities

Time	Activity	Incharge
7:00 am	Arrival	Participants
8:00 am	Registration	Secretariat
8:30 am	Opening Program	
9:00 am		
9:00 am 12:00 NN	MANCOM PROPER <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Call to Order</li> <li>• Presentation of Agenda for the 1<sup>st</sup> Division MANCOM</li> <li>• Approval of the Agenda</li> <li>• OSDS Time</li> <li>• SGOD</li> <li>• CID</li> </ul>	
12:00nn	Lunch Break	
1:00 pm	Arrival, Registration	