



Department of Education  
Region X-Northern Mindanao  
**LANAO DEL NORTE DIVISION**  
Gov. A. Quibranza Prov'l. Gov't. Compound  
Pigcarangan, Tubod, Lanao del Norte



Division Memorandum  
No. 213, s. 2017

September 5, 2017

TO : Assistant Schools Division Superintendent  
CID & SGOD Personnel  
Attorney III  
Accountant III  
Administrative Officer V  
Administrative Officer IV  
Planning Officer II  
Information Technology Officer I  
Elementary School Heads  
Secondary School Heads  
This Division

SUBJECT : 3rd DIVISION MANAGEMENT COMMITTEE MEETING

1. The above-mentioned officials are hereby informed that the **3rd Division Management Committee (MANCOM) Meeting** shall be held on September 7-8, 2017, at 8:00 A.M in two (2) designated venues:
  - a. September 7, 2017 - Venue: Salvador NHS  
Region II - ( Kolambugan, Tangcal, Tubod, Baroy, Lala, Kapatagan, SND, Sapad, Nunungan, Magsaysay, Salvador)
  - b. September 8, 2017 - Venue: Atanacia Logronio ES ( Segapod, Maigo)  
Region I - (Baloi, Pantar, Pantao Ragat, Linamon, Tagoloan, Matungao, Poonapiagapo, Maigo, Kauswagan, Bacolod, Munai)
2. Host Schools are directed to take charge in the preparation of the following;
  - a. Venue (*sound system, projector with screen*).
  - b. Attendance and certificate of appearance.
  - c. Preliminaries - Opening Program
  - d. Minutes of meeting (to be submitted to the Office of the Schools Division Superintendent not later than September 15, 2017).
3. The attendance of all concerned is highly required. No proxy allowed.

For immediate dissemination and strict compliance.

*Emmalinda E. Duhaylungsod*  
EMMALINDA E. DUHAYLUNGSOD, CESO V  
Schools Division Superintendent