



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

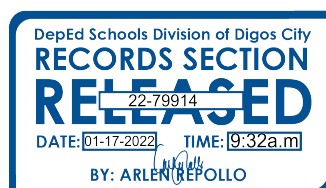
Division Memorandum No. 032, s. 2022

January 14, 2022

**1st DIVISION MANAGEMENT COMMITTEE
(MANCOM) MEETING FOR CY 2022**

To: ASDS
Division Chiefs
PSDSs
EPSs
Division Section Heads (Admin, HR,
Records, Cash Asset Management,
Budget, and Accounting)
ITO
Legal Officer
Engineer III
SEPSs
EPSs II
Planning Officer
Division Guidance Coordinator
HNU Head
YFP
Public School Heads

- 1) To address the different concerns and issues of this Division, the **1st Management Committee (MANCOM) Meeting** for 2022 shall be conducted on January 21, 2022 (Friday) from 8:00am-12:00nn and 1:00pm-4:00pm via Google Meet (meet.google.com/pmm-gpbn-zju).
- 2) The agenda shall include the following:
 - a) Highlights of the Regional MANCOM meeting
 - b) Results of the SSAT Validation of Schools
 - c) Updates from Divisions and Sections
 - d) Presentation of Schools on Spotlight (Schools that are validated as qualified under the expanded face to face and with concurrence from LGU)
 1. D. Abawag ES
 2. Igpit ES
 3. R. Saplala ES
 4. Binaton ES
 - e) Other Matters
- 3) The School Heads are requested to convene at their respective District Offices. Everyone is advised to follow the minimum public health standards (MPHS): wearing of face mask, physical/social distancing, and frequent washing of hands.
- 4) Food and transportation expenses shall be charged to local funds (School MOOE) subject to the usual accounting and auditing rules and regulations.
- 5) Attendance is a must, and no proxy is allowed.
- 6) For the information and compliance with by all concerned.




CRISTY C. EPE
Schools Division Superintendent
Armen P. Epe
01/14/2022



1st Management Committee (ManCom) Meeting for CY 2022

January 21 (Friday)

8:00am-12:00nn

1:00pm-4:00pm

Indicative Program of Activities

TIME	PARTICULARS	PERSON RESPONSIBLE
8:00–8:30AM	Philippine National Anthem Opening Prayer Regional Hymn Digos City Hymn Roll Call of Participants Welcome Remarks Message Reading and Approval of the Previous Minutes Presentation and Approval of the Current Agenda Call to Order	HRD (AVP) RONALD B. DEDACE HRD SEPS BASILIO P. MANA-AY, JR. ASDS CRISTY C. EPE SDS Moderator Moderator
8:30-9:30	Highlights of the Regional MANCOM Meeting	Cristy C. Epe SDS
9:30-12:00	Result of the SSAT Validation of Schools	
12:00-1:00	Lunch Break	
1:00-3:00	Updates -SGOD -CID -Admin -Budget -Accounting -Legal -ITO -DRRM -HNU -PRME -ASDS	Division Chiefs and Section Heads
3:00-3:45	Schools on Spotlight 1. D. Abawag ES 2. Igpit ES 3. R. Saplala ES 4. Binaton ES	School Heads
3:45-4:00	Closing Program Adjournment of the meeting	

Moderators: Ronald B. Dedace and Julie Anne N. Posadas

Minutes Takers: Jay Paul Cabural and Zandria Sy