



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

SGOD-2023- 167

To: : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public School Heads
Members of the MANCOM

Subject : **4TH MANAGEMENT COMMITTEE (MANCOM) MEETING FOR CY 2023**

Date : May 10, 2023

To address the different issues and concerns of this Division, the 3rd Management Committee (ManCom) Meeting shall be conducted on May 16, 2023 (Tuesday) at Mega's World Hotel & Function Hall, Purok Gemilina, Aurora Extension, Digos City.

Below are the agenda of the said meeting:

1. MATATAG Commitments
2. Setting Direction and Priorities
3. Literacy and Numeracy/Curriculum Matters
4. Updates
5. Other matters

Lunch, snacks, and transportation expenses shall be charged to Division/School MOOE subject to the usual accounting and auditing rules and regulations.

Please see the attached Indicative Program of Activities and List of attendees for ready reference. Further, be reminded that attendance is a must and that no proxy is allowed.

For the information and compliance with by all concerned.

For and in the absence of the SDS:

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
23-101876
DATE: MAY 10 2023 TIME: 4:04 pm

BEVERLY S. DAUGDAUG, EdD
Chief ES CID
Officer-In-Charge

Enclosed: As stated
SGOD/rbd



4TH Management Committee (ManCom) Meeting for CY 2023

May 16, 2023

8:00am-12:00nn 1:00pm-5:00pm

Mega's World Hotel & Functional Hall

Purok Gemilina, Aurora Extension, Digos City

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 and Call to Order Reading and Approval of the Previous Minutes Presentation and Approval of the Current Agenda	HRD (AVP) RONALD B. DEDACE HRD SEPS BASILIO P. MANA-AY, JR. ASDS MELANIE P. ESTACIO OIC-SDS Moderator Moderator
8:30-10:00	MATATAG Commitments	OIC-SDS
10:00-11:00	Setting Direction and Priorities	
11:00-12:00	Literacy and Numeracy/Curriculum Matters	
12:00-1:00	Lunch Break	
1:00-1:30	Admin Matters	ASDS
1:30-2:00	Updates -Key Performance Indicators	SGOD ✓
2:00-2:30	Updates -Monitoring and Supervision	CID
2:30-3:30	Updates -RFOT and RSPC	
3:30-4:00	Updates	Budget/Accounting
4:00-4:30	Updates	Admin
4:30-5:00	Other Matters Closing Program Adjournment of the meeting Closing Prayer	Management Moderator

Moderators: Ronald B. Dedace and Julie Anne P. Ampa

Minutes Takers: Elizabetha R. Bueron and Raquel Cedeño

Technical: Jose Israel Maravilles

Participants:

SDS: 1

ASDS: 1

Chiefs: 2

PSDSs: 8

EPSs: 11

Unit Heads: 7

PRME SEPSs: 2

Planning officer: 1

HRD: 2

SMN: 2

HNU Head: 1

Nurses on Duty: 2

DRRM:1

ITO: 1

Engineer: 1

Guidance: 1

ALS Specialist: 1

YFP:2

SDS's staff: 1

School Heads: 46

TOTAL NO. OF PAX =95