



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

**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

**DIVISION MEMORANDUM**

SGOD-2023- 477

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

Subject : **8TH MANAGEMENT COMMITTEE (MANCOM) MEETING FOR CY 2023**

Date : September 20, 2023

To address the different issues and concerns of this Division, the 8<sup>th</sup> Management Committee (ManCom) Meeting shall be conducted on September 28, 2023 (Thursday) at Dawis Elementary, Digos City.

Below are the agenda of the said meeting:


1. SDS's Hour
2. ASDS's Hour
3. SGOD Time
4. CID Time
5. Other matters


Meal and snacks of the participants are charged to School/Division MOOE/funds subject to 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:

  
**PETER-JASON C. SENARILLOS**  
SEPS  
Officer-In-Charge

DepEd Schools Division of Digos City  
RECORDS SECTION  
**RELEASED**  
27-108727  
DATE: SEP 20 2023 TIME: 2:43pm  
BY: 

Enclosed: As stated  
SGOD/rbd



**8th Management Committee (ManCom) Meeting for CY 2023**

September 28, 2023

8:00am-12:00nn

1:00pm-5:00pm

Dawis Elementary School

Indicative Program of Activities

<b>TIME</b>	<b>PARTICULARS</b>	<b>PERSON RESPONSIBLE</b>
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
8:30-10:30	<b>SDS's Hour</b>	OIC-SDS
10:30-12:00	<b>ASDS's Hour</b>	ASDS
Lunch Break		
1:00-2:30	<b>SGOD Concerns</b>	SGOD Chief
2:30-4:00	<b>CID Concerns</b>	CID Chief
4:00-4:45	<b>Open Forum/Other matters</b>	Management
4:45-5:00	Closing Program Adjournment of the meeting Closing Prayer	Management Moderator

Moderator: Ronald B. Dedace

Minutes Takers: Schools Heads- Digos Oriental District

Technical: Jose Israel Maravilles

**Participants:**

SDS: 2

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: 47

**TOTAL NO. OF PAX =97**