



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

SGOD-2023- 598

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

Subject : **VENUE OF THE 9TH MANAGEMENT COMMITTEE (MANCOM) MEETING FOR CY 2023**

Date : December 15, 2023

This is in reference to Division Memorandum SGOD-588 dated December 13, 2023, re: 9th Management Committee (ManCom) Meeting on **December 19, 2023 (Tuesday) at Mega's World Hotel and Restaurant, Aurora Extension, Digos City.**

Please see the attached Indicative Program of Activities for ready reference.

For the information and compliance with by all concerned.

For and in the absence of the OIC-Schools Division Superintendent:

FRANCIS JUDE D. ALCOMENDRAS
Administrative Officer V
Officer-In-Charge

SCHOOLS DIVISION OF DIGOS CITY
RECORDS SECTION
RELEASED
29-104057
DATE: DEC 15 2023 TIME: 2:00p
BY:

Enclosed: As stated
SGOD/rbd





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Department of Education
Region XI
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DIVISION MEMORANDUM

SGOD-2023- 588

To: : Assistant Schools Division Superintendent
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Subject : **9TH MANAGEMENT COMMITTEE (MANCOM) MEETING FOR CY 2023**

Date : December 13, 2023

To address the different issues and concerns of this Division, the 8th Management Committee (ManCom) Meeting shall be conducted on December 19, 2023 (Tuesday) at a venue to be announced later.

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 OIC-Schools Division Superintendent:

FRANCIS JUDE D. ALCOMENDRAS
Administrative Officer V
Officer-In-Charge

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
23-119922
DATE: DEC 14 2023 TIME: 9:00am
BY:

Enclosed: As stated
SGOD/rbd



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
(082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375
(082) 553-8396 | (082) 553-8376
www.depeddigoscity.org | digos.city@deped.gov.ph

9TH Management Committee (ManCom) Meeting for CY 2023

December 19, 2023

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

Within 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	HRD (AVP) RONALD B. DEDACE HRD SEPS FRANCIS JUDE D. ALCOMENDRAS AO-V MELANIE P. ESTACIO OIC-SDS
8:30-9:30	SDS's Time	Melanie P. Estacio
9:30-10:30	-Disaster Preparedness (Legal Basis) -Mechanisms for the Loss Property -Establishment of School Public Assistance Desk	Francis Jude D. Alcomendras
10:30-11:00	Teachers' Placement	HR
11:00-11:30	2024 Priorities (PPAs)	SGOD
11:30-12:00	Financial Reports/Updates Asset Mngt. Updates	Neptune L. Tambilawan Noreliza A. Misal Hedi Escalona
12:00-1:00	Lunch Break	
1:00-1:30	Other Matters Adjournment of the meeting	Management Moderator
1:30- 3:30	Christmas Party	

Attire: Denim**Amount of Gift: Php 300.00**

Moderator: Ronald B. Dedace

Christmas Party Hosts: April Rose Alcala and Dhelmie Christine Peñas

Minutes Taker: Julius Castañares and Jay Paul Cabural

Technical: Jose Israel Maravilles