



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

21 August 2024

DIVISION MEMORANDUM
No. 333, s. 2024

**8th REGULAR DIVISION
MANAGEMENT COMMITTEE (MANCOM) MEETING**

To: Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Public Schools District Supervisors/District In-Charge
School Heads Public Elementary, Secondary & Integrated Schools
All others concerned

1. This Office announces the conduct of the **8th Regular Division ManCom Meeting** to be held at **Highlander Hotel, Roxas, Solano, Nueva Vizcaya** on **August 30, 2024 at 8:30 in the morning**.
2. The Division ManCom Meeting agenda are the following:
 - a. Updates & Reminders: OSDS, SGOD & CID
 - b. Administrative Matters
 - c. ASDS updates
 - d. SDS hour
3. The ManCom Meeting participants are the SDO ExeCom Members, Education Program Supervisors, District Supervisors and District In-Charge and all School Heads of Elementary, Secondary and Integrated public schools who will be joining in their IP-inspired attired. The school heads who are on official business shall send their representative.
4. The meals and snacks of the SDO ExeCom shall be charged against the Division MOOE while the remaining participants are requested to pay a Registration Fee of One Thousand Pesos (P1000.00) to cover expenses for 2 snacks and lunch, accommodation, and other incidental expenses charged to local funds subject to usual accounting guidelines, rules and regulations.
5. For information, guidance and compliance.



ORLANDO E. MANUEL Ph.D., CESO V
Schools Division Superintendent



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