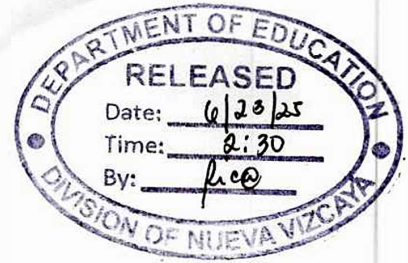




Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
SCHOOLS DIVISION OF NUEVA VIZCAYA



20 June 2025

DIVISION MEMORANDUM

No. 270, s. 2025

**6<sup>th</sup> REGULAR DIVISION  
MANAGEMENT COMMITTEE (MANCOM) MEETING**

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

1. This Office announces the conduct of 6th Regular Division ManCom Meeting Meeting to be held at Lower Magat Eco-tourism Park, Poblacion, Diadi, Nueva Vizcaya on June 27, 2025 at 8:00 in the morning; the breakfast will be served at 7:00-7:30AM. The Mancom Meeting will be hosted by the districts of Diadi and Villaverde.
2. The Division ManCom Meeting Agenda are the following:
  - a. Updates & Reminders: CID, SGOD & OSDS
  - b. ASDS Updates
  - c. Other Matters
  - d. SDS hour
3. The ManCom Meeting participants are the SDO ExeCom Members, Education Program Supervisors, District Supervisors and District In-Charge and all full-fledged school heads of Elementary, Secondary and Integrated public schools. All participants are requested to attend in their modern Filipiniana attire.
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 breakfast, 2 snacks & lunch, 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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Enclosure to DM No. 270, s. 2025

**6<sup>th</sup> Regular Division ManCom Meeting**  
June 27, 2025  
*Lower Magat Eco-tourism Nueva Vizcaya*

**A. Expected Participants**

No Participants  
1 **SDO**

**OSDS**

- (3) : Emerson B. Balut CPA, Jeassel J. Alayu & Rosula M. Balberan  
(1) : Atty. Julius Caesar G. Domingo, CPA  
(2) : Gaye D. Castillo, Maricar M. Valido  
(1) : Princess C. Aquitania  
(1) : Ezekel C. Garing

**SGOD**

- (1) : Melany M. Asuncion PhD  
(4) : Noli Mar M. Navarro EdD, Florence F. Esparrago, Roscoe N. Gacusana PhD,  
Rommel S. De Gracia PhD  
(1) : Romeo Emmanuel C. Yarcia III  
(1) : Christopher Dominguez  
(3) : Dr. Ryan Christopher Buccat, Dr. Epifania P. Tumaliuan, Rudy S. Agustin  
(2) : Maria Teresa B. Iglesia, Marc Henrick R. Nicanor

**CID**

- (10): Dindo John H. Moreno PhD, Orlando D. Vicente PhD,  
Macrino A. Raymundo PhD  
Nimfa Norie A. Aquino PhD, Maria Concepcion D. Absalon PhD,  
Ronie B. Bibas EdD, Roger S. Sebastian PhD, Bermelita E. Guillermo PhD  
Hilda D. Aragon PhD, Wilhelmina B. Castro PhD  
(2) : Chester S. Cortez, Maria Victoria A. Padro

**Top Management**

- (2) : Romulo S. Ancheta PhD, Maricel S. Franco PhD, CESE  
(2) : Adonis C. Ceperez EdD, CESE  
Orlando E. Manuel PhD, CESO V

*ManCom Secretariat & Documenters: Melany M. Asuncion, Dindo John H. Moreno,  
Bermelita E. Guillermo, Princess C. Aquitania, and Florence F. Esparrago,  
Maria Victoria Padro, Chester Cortez and Ezekel C. Garing*

2 **Districts** : 23 PSDS/DICs

3 **Schools** : 237 School Heads

Secondary : 47 Secondary School Heads

Elementary: 190 Elementary School Heads (full-fledged Head  
Teachers and Principals





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**B. Activity Matrix**

Topic/Agenda	Discussant/ In-charge
<b>I. Preliminaries:</b> Host District	
National Anthem Prayer Recitation of the NQMS Opening Remarks Message	Host District
<b>II. Meeting Proper : Melany M. Asuncion, Moderator</b>  <p style="text-align: center;"><b>Adonis C. Ceperez EdD, CESE</b>  <i>Assistant Schools Division Superintendent</i>  <i>Presiding Officer</i></p> <p style="text-align: center;"><b>Orlando E. Manuel PhD, CESO V</b>  <i>Schools Division Superintendent</i>  <i>Consultant</i></p>	
<ul style="list-style-type: none"> <li>• Certification of Quorum</li> <li>• Actions Taken from the Minutes of the Previous Division ManCom Meeting</li> <li>• Updates &amp; Reminders</li> </ul>	Princes C. Aquitania, HRMO <i>HRMO, ManCom Secretariat</i>  Dindo John H. Moreno, PhD <i>EPS, ManCom Secretariat</i>  Maricel S. Franco PhD, CESE <i>Chief, CID</i>  Romulo S. Ancheta PhD <i>Chief, SGOD</i>  Princes C. Aquitania <i>HRMO</i>
• ASDS Updates	Adonis C. Ceperez EdD, CESE <i>Asst. Schools Division Superintendent</i>
• SDS hour	Orlando E. Manuel PhD, CESO V <i>Schools Division Superintendent</i>
<b>III. Meeting Adjournment</b>	