



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

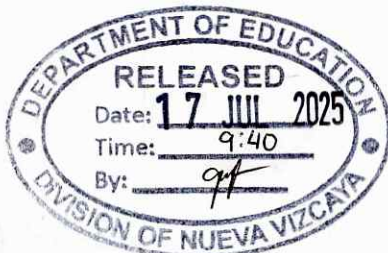
17 July 2025

DIVISION MEMORANDUM
No. 328, s. 2025

**7th 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 **7th Regular Division ManCom Meeting** to be held at **Saint Mary's University Tonus Gymnasium, Bayombong, Nueva Vizcaya** on **July 22, 2025 at 8:00 in the morning**; the breakfast will be served at 7:00-7:50AM. The Mancom Meeting will be hosted by the districts of Bambang I and II.
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.
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 PhD., CESO V
Schools Division Superintendent



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B. Activity Matrix

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



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Enclosure to DM No. ____ s. 2025

7th Regular Division ManCom Meeting
July 22, 2025
SMU Tonus Gymnasium, Bayombong, 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, Florence F. Esparrago, Maria
Victoria Padro, Chester Cortez and Ezekel C. Garing, Herbert Mangabat*

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