



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

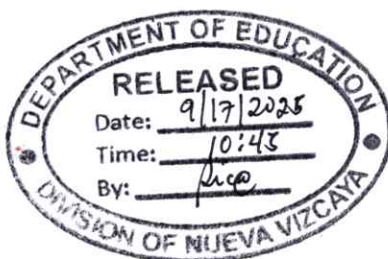
17 September 2025

DIVISION MEMORANDUM
No. 449 , s. 2025

**9th 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 **9th Regular Division ManCom Meeting** to be held at **Santa Fe LGU Gymnasium, Poblacion, Santa Fe, Nueva Vizcaya** on **September 26, 2025 at 8:00 in the morning**. The Mancom Meeting will be hosted by the Santa Fe District.
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 provided in the enclosed enclosure.
4. A Registration Fee of One Thousand Pesos (P1000.00) chargeable against local funds shall be collected to defray the cost of meals and other incidental expenses.
5. Travelling expenses shall be charged against local funds subject to usual accounting guidelines, rules and regulations.
6. For information, guidance and compliance.



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



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Enclosure to DM No. ____ s. 2025

Participants to the 9th Regular Division ManCom Meeting

September 26, 2025

Santa Fe LGU Gymnasium, Poblacion, Santa Fe, Nueva Vizcaya

SDO Proper

OSDS

SDS	Orlando E. Manuel PhD, CESO V
ASDS	Adonis C. Ceperez EdD, CESE
Budget	Jeassel J. Alayu
Accounting	Emerson B. Balut, CPA
Legal	Atty. Julius Caesar G. Domingo, CPA
ITO	Ezekel C. Garing
Administration	OIC
Supply	Gaye D. Castillo
HRMO	Princes C. Aquitania
Records	Maricar M. Valido
Cash	Rosula M. Balberan

SGOD

Chief	Romulo S. Ancheta PhD
EPS	Melany M. Asuncion PhD
SMME	Noli Mar M. Navarro EdD
HRDD	Florence F. Esparrago
SMAN	Roscoe N. Gacusana PhD
PAR	Rommel S. De Gracia PhD
Planning	Romeo Emmanuel C. Yarcia III
EFU	Arch. Christopher Dominguez
Medical	Dr. Ryan Christopher Buccat
Dental	Dr. Epifania P. Tumaliuan
Nurse	Rudy S. Agustin
PDO - DRRM	Maria Teresa B. Iglesia
PDO-YFP	Marc Henrick R. Nicanor
HRDD-EPS II	Herbert Mangabat

CID

Chief	OIC
EPS - English	Dindo John H. Moreno PhD
EPS - TLE	Orlando D. Vicente PhD
EPS - MAPEH	Macrino A. Raymundo PhD



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EPS - Math	Nimfa Norie A. Aquino PhD	
EPS - AP	Maria Concepcion D. Absalon PhD	
EPS - Science	Ronie B. Bibas EdD	
EPS - Filipino	Roges S. Sebastian PhD	
EPS - LRMDs	Bermelita E. Guillermo PhD	*
EPS - SNED	Hilda D. Aragon PhD	
EPS - IPED	Wilhelmina B. Castro PhD	
PDO - LRMDs	Maria Victoria A. Padro	*
Librarian	Chester S. Cortez	*

FIELD:	District Heads	23
	School Heads	237

* - *Secretariat*



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B. Activity Matrix

Topic/Agenda	Discussant/ In-charge
I. Preliminaries: Host District	
<i>National Anthem</i> <i>Prayer</i> <i>Recitation of the NQPS</i> <i>Opening Remarks</i> <i>Message</i>	<i>Host District</i>
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>	
• Certification of Quorum	Princess C. Aquitania, HRMO <i>HRMO, ManCom Secretariat</i>
• Actions Taken from the Minutes of the Previous Division ManCom Meeting	Dindo John H. Moreno, PhD <i>EPS, ManCom Secretariat</i>
• Updates & Reminders	
CID	Adonis C. Ceperez EdD, CESE <i>Asst. Schools Division Superintendent</i>
SGOD	Romulo S. Ancheta PhD <i>Chief, SGOD</i>
OSDS	Atty. Julius Caesar G. Domingo, CPA <i>AO-V, Admin</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>
III. Meeting Adjournment	