



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

27 April 2026

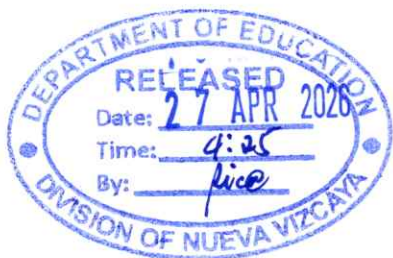
**DIVISION MEMORANDUM**

No. 167, s. 2026

**4<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 Supervisors/District In-Charge  
School Heads Public Elementary, Secondary & Integrated Schools  
All others concerned

1. This Office announces the conduct of **4<sup>th</sup> Regular Division ManCom Meeting** to be held at **Saint Mary's University Tonus Gymnasium, Bayombong, Nueva Vizcaya** on **April 30, 2026 at 8:00 in the morning**. The Mancom Meeting will be hosted by the districts of Aritao I and Aritao II.
2. The Division ManCom Meeting agenda are the following:
  - a. Updates & Reminders: CID, SGOD & OSDS
  - b. SMEA Presentation
  - c. ASDS updates
  - d. SDS hour
  - e. Other Matters
3. The ManCom Meeting participants who will be attending are provided in the herein attached enclosure. It is requested that they will attend in their floral and denim attire.
4. A Registration Fee of One Thousand Pesos (P1,000.00) chargeable against local funds shall be collected to defray the cost of meals and snacks, venue rental and other incidental expenses subject to usual accounting and auditing rules and procedures.
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 PhD, CESO V**  
Schools Division Superintendent  
04-2026-269  






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Enclosure to DM No. 167 s. 2026

**4<sup>th</sup> Regular Division ManCom Meeting**  
 April 30, 2026, SMU Tonus Gymnasium, Bayombong, Nueva Vizcaya

**A. Expected Participants**

<b>SDO - Proper</b>			
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, Atty. Julius Caesar G. Domingo, CPA	
	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	
	HRDS	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 Theresa B. Iglesia	
	PDO-YFP	Marc Henrick R. Nicanor	
	HRDS-EPS II	Herbert P. Mangabat	*
CID	Chief	OIC, Rommel S. De Gracia PhD, CESE	
	EPS - English	Dindo John H. Moreno PhD	*
	EPS - TLE	Orlando D. Vicente PhD	
	EPS - MAPEH/ ALS	Macrino A. Raymundo EdD	





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	EPS - Math	Nimfa Norie A. Aquino PhD	
	EPS - AP	Maria Concepcion D. Absalon PhD	
	EPS - Science	Ronnie B. Bibas EdD	
	EPS - Filipino	Roger S. Sebastian PhD	
	EPS - LRMSD	Bermelita E. Guillermo PhD	*
	EPS - SNED	Hilda D. Aragon PhD	
	EPS – ESP	Wilhelmina C. Castro	
	PDO - LRMSD	Maria Victoria A. Padro	*
	Librarian	Chester C. Cortez	*
	Special Projects Coordinator	Engr. Caroline Q. Lagula	
<b>FIELD:</b>	District Heads		23
	School Heads		237
	Teachers-In-Charge		94
	<b>TOTAL</b>		

\* - Secretariat



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**B. Activity Matrix**

<b>Topic/Agenda</b>	<b>Discussant/ In-charge</b>
<b>I. Preliminaries: Host District</b>	
<i>National Anthem</i> <i>Prayer</i> <i>Recitation of the NQMS</i> <i>Opening Remarks</i> <i>Message</i>	<i>Host District</i>
<b>II. Meeting Proper: EPS Melany M. Asuncion, Moderator</b>	
<b>Adonis C. Ceperez EdD, CESE</b> <i>Assistant Schools Division Superintendent</i> <i>Presiding Officer</i>	
<b>Orlando E. Manuel PhD, CESO V</b> <i>Schools Division Superintendent</i> <i>Consultant</i>	
<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> CID SGOD OSDS SMEA Presentation	<b>Princes C. Aquitania, HRMO</b> <i>HRMO, ManCom Secretariat</i>  <b>Dindo John H. Moreno, PhD</b> <i>EPS, ManCom Secretariat</i>  <b>Rommel S. De Gracia PhD, CESE</b> <i>SEPS, OIC Chief, CID</i>  <b>Romulo S. Ancheta PhD</b> <i>Chief, SGOD</i>  <b>Atty. Julius Caesar G. Domingo, CPA</b> <i>AO-V, Administrative Section</i>
<ul style="list-style-type: none"><li>• ASDS Updates</li></ul>	<b>Adonis C. Ceperez EdD, CESE</b> <i>Asst. Schools Division Superintendent</i>
<ul style="list-style-type: none"><li>• SDS hour</li></ul>	<b>Orlando E. Manuel PhD, CESO V</b> <i>Schools Division Superintendent</i>
<b>III. Meeting Adjournment</b>	