



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

21 July 2026

DIVISION MEMORANDUM
No. 269, s. 2026

**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 Management Committee (ManCom) Meeting** to be held at **Saint Mary's University Tonus Gymnasium, Bayombong, Nueva Vizcaya** on **July 29, 2026 at 8:00 in the morning**. The ManCom Meeting will be hosted by the districts of Bayombong 1 and Bayombong 2.
2. The Division ManCom Meeting agenda are as follows:
 - a. Updates & Reminders: CID, SGOD & OSDS
 - b. SMEA Presentation
 - c. ASDS updates
 - d. SDS hour
 - e. Other Matters
3. A Registration Fee of One Thousand Pesos (P1,000.00) shall be collected, chargeable against local funds, to defray the cost of meals and snacks, venue rental and other incidental expenses subject to usual accounting and auditing rules and procedures.
4. The registration fee shall be collected in advance at the Cashier's Office on or before July 28, 2026 to minimize the queuing of participants at the venue and to eliminate unnecessary delays in the conduct of the ManCom Meeting.
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



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Enclosure to DM No. 269 s. 2026

7th Regular Division ManCom Meeting
July 29, 2026, SMU Tonus Gymnasium, Bayombong, Nueva Vizcaya

A. Expected Participants

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, 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, CESE	
	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	
	EPS - Math	Nimfa Norie A. Aquino PhD	



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	EPS - AP	Maria Concepcion D. Absalon PhD	
	EPS - Science	Ronnie B. Bibas EdD	
	EPS - Filipino	Roger S. Sebastian PhD	
	EPS - LRMDs	Bermelita E. Guillermo PhD	*
	EPS - SNED	Hilda D. Aragon PhD	
	EPS - ESP	Wilhelmina C. Castro	
	PDO - LRMDs	Maria Victoria A. Padro	*
	Librarian	Chester C. Cortez	*
	Special Projects Coordinator	Engr. Carol Q. Lagula	
FIELD:	District Heads	23	
	School Heads	237	
	Teachers-In-Charge	94	
	TOTAL	354	
* - Secretariat			



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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 Districts
II. Meeting Proper : EPS Melany M. Asuncion, Moderator Adonis C. Ceperez EdD, CESE Assistant Schools Division Superintendent Presiding Officer Orlando E. Manuel PhD, CESO V Schools Division Superintendent Consultant	
• Certification of Quorum • Actions Taken from the Minutes of the Previous Division ManCom Meeting • Updates & Reminders CID SGOD OSDS SMEA Presentation	Princes C. Aquitania, HRMO HRMO, ManCom Secretariat Dindo John H. Moreno, PhD EPS, ManCom Secretariat Rommel S. De Gracia PhD, CESE SEPS, OIC Chief, CID Romulo S. Ancheta PhD Chief, SGOD Atty. Julius Caesar G. Domingo, CPA Atty. III / OIC Administrative Officer V
• ASDS Updates	Adonis C. Ceperez EdD, CESE Asst. Schools Division Superintendent
• SDS hour	Orlando E. Manuel PhD, CESO V Schools Division Superintendent
III. Meeting Adjournment	