



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

13 October 2026

DIVISION MEMORANDUM
No. 408, s. 2026

**10th 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 **10th Regular Division Management Committee (ManCom) Meeting** to be held at **Saint Mary's University Tonus Gymnasium, Bayombong, Nueva Vizcaya** on **October 16, 2026 at 8:00 in the morning**. The ManCom Meeting will be hosted by the districts of Kasibu East and Kasibu West. The ManCom participants are requested to attend in their District/Office uniform or executive attire.
2. The Division ManCom Meeting agenda is as follows:
 - a. Updates & Reminders: CID, SGOD & OSDS
 - b. District Monitoring, Evaluation and Adjustment (DMEA) Presentation: Diadi District
 - c. Recognition of Retirees
 - d. ASDS updates
 - e. SDS hour
 - f. Other Matters
3. A Registration Fee of One Thousand Five Hundred Pesos (P1,500.00) shall be collected, chargeable against local funds, to defray the cost of meals and snacks, venue rental, electricity, utility expenditures 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 October 15, 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
10-2026-733



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Enclosure to DM No. 408 s. 2026

10th Regular Division ManCom Meeting
 October 16, 2026, SMU Tonus Gymnasium

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	
	Procurement	Jayson C. Balut	
	Special Projects Coordinator	Engr. Carol Q. Lagula	
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 R. Dominguez	
	Medical	Dr. Ryan Christopher A. 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	



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	EPS – MAPEH/ALS	Macrino A. Raymundo EdD	
	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 – 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	*
SDO – Proper			40
FIELD:	District Heads		23
	School Heads		237
	Teachers-In-Charge		94
<i>* - Secretariat</i>			
Additional Administrative Staff	SDS Staff	Rynna Quinn M. Gaba	
	ASDS Staff	Laura C. Bergonia	
	Cashier's Office	Ma. Czarina Bianca L. Macababbad	
	Docu-Tech- Team	Chester C. Cortez	
		Howard Jean Francois V. Doles	
		Kennedy W. Guzman	
		John Rick Cardona	
		Dennis D. Pangilinan	
		Julian Patrick G. Serquinia	
	Drivers	Marlon Manolo D. Perez	
		Freddie C. Domingo	
		Jonathan R. Soriano	
		Norman Bajo	
		Edwin F. Serquiña	
		Mark Japhet Moralda	
			15
Total			409



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B. Activity Matrix

Topic/Agenda	Discussant/ In-charge
I. Preliminaries: Host Districts	
<i>National Anthem</i> <i>Prayer</i> <i>Recitation of the NQPS</i> <i>Opening Remarks</i> <i>Message</i>	<i>Host Districts</i>
II. Meeting Proper : EPS 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 • Actions Taken and business arising from the Previous Division ManCom Meeting • Updates & Reminders CID SGOD OSDS DMEA Presentation	Princes C. Aquitania, HRMO <i>HRMO, ManCom Secretariat</i> Dindo John H. Moreno, PhD <i>EPS, ManCom Secretariat</i> Rommel S. De Gracia PhD, CESE <i>SEPS, OIC Chief, CID</i> Romulo S. Ancheta PhD <i>Chief, SGOD</i> Atty. Julius Caesar G. Domingo, CPA <i>Attorney III/OIC-AO V, Administrative Office</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	