

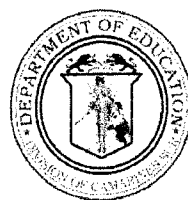


Department of Education

Region V

DIVISION OF CAMARINES SUR

Freedom Sports Complex, San Jose, Pili, Camarines Sur



DIVISION MEMORANDUM

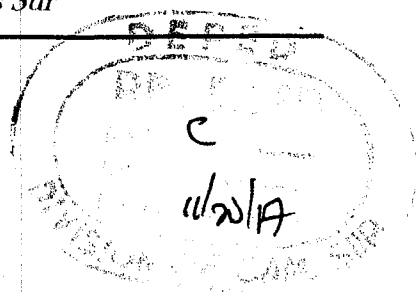
NO. *384* s. 2017

TO: Asst. Schools Division Superintendents
Chief Education Program Supervisors
Education Program Supervisors
Central School/Big Schools Principals
Public Schools District Supervisors
Administrative Officer V

FROM: *Am. Balane*
ARNULFO M. BALANE, CESO V
Schools Division Superintendent

DATE: November 20, 2017

SUBJECT: **DIVISION MANCOM MEETING FOR ELEMENTARY**



1. The regular MANCOM Meeting of Elementary School Heads and Public Schools District Supervisors (PSDS) is scheduled on **November 29, 2017 at 8:00AM to 5:00PM** at the **Naga Regent Hotel, Naga City**.
2. The following are the agenda to be discussed:
 - a. Policy Direction
 - b. Programs and Projects
 - c. Recent Issuances
 - d. CID and SGOD Concerns
 - e. ASDSs Concerns
 - f. Division Updates and Other Upcoming Activities
 - g. Other Matters
3. The participants are the Schools Division Superintendent, 3 Assistant Schools Division Superintendents, 2 Chief Education Supervisors, 12 Education Program Supervisors, 45 Public Schools District Supervisors (Elementary), 56 Central School/Big Schools Principals, 1 Senior Education Program Specialist, and 1 Education Program Specialist II (Enclosure no.1).
4. A **registration fee of Php 450.00** for ALL participants shall be automatically deducted from the Division/School MOOE/Local Funds.
5. It is expected that the Public Schools District Supervisors will likewise conduct the District MANCOM Meeting.
6. The **Host District** for this ManCom is the **5th Congressional District** and shall take charge of the opening preliminaries (bring service laptop).
7. Travel and other expenses shall be charged against school/Division MOOE/local funds subject to the usual accounting and auditing rules and regulations.
8. Attendance of all concerned is a must.
9. Immediate and wide dissemination of this Memorandum is desired.

ONE Vision and Mission
ONE Camarines Sur
ONE Goal: Quality Education