MEMORANDUM
No. 084, s. 2017

TO: OIC-Asst. Schools Division Superintendent
    Chief Education Supervisors
    Division / District Supervisors & Coordinators
    Senior Education Program Specialists
    Administrative Officers
    Public Elementary and Secondary School Principals / Officers-in-Charge

First Division ManCom Meeting for 2017

1. This Office announces the conduct of the First Division ManCom Meeting for 2017 on March 10-11, 2017 at Lola Corazon Leisure Farm, Candava, Pampanga.

2. Transportation, Board and Lodging expenses shall be charged to SDO MOOE subject to the usual accounting and auditing rules.

3. Participants shall converge at the Student Center for Education and Life Skills on or before 7:00 in the morning. Canter and flexi vans leave for Candava at exactly 7:30 A.M.

4. Please refer to the attached list of participants.

5. Immediate and wide dissemination of this Memorandum is desired.

MAURO C. DE GULAN Ed. D.
Schools Division Superintendent
Participants to the ManCom Meeting

SDS Office (6)
1. SDS
2. ASDS
3. Legal Officer
4. IT Officer
5. Accountant
6. Budget Officer

Administrative Division (5)
1. Admin Officer V
2. Cash
3. Personnel
4. Supply / Property
5. Records

Curriculum and Implementation Division (17)
1. CID Chief
2. Education Program Supervisors & Coordinators (8)
3. Public School District Supervisors (6)
4. CMLD Supervisor
5. EPS - ALS

Schools Governance & Operation Division (8)
1. SGOD Chief
2. SEPS
3. Engineer III
4. Head, Medical
5. Head, Dental

School Heads (23)
1. Elementary (17)
2. Secondary (6)

Staff / Secretariat (1)

TOTAL 60
Working Committees

Secretariat / Documentation / Registration
Ivy M. Romano
Dr. Emely V. Ambrocio
Florian T. Belen

Food
Noemi A. Valdez

Accommodation / Billeting
Lourdes V. Rodilla

Program
Gina U. Urquia

Transportation
Dr. Remedios R. Cunanan