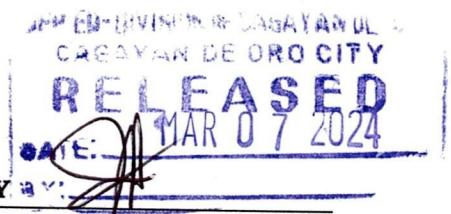




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

6 March 2024

DIVISION MEMORANDUM

No. 169 s. 2024

DIVISION MANAGEMENT COMMITTEE MEETING

TO: Assistant Schools Division Superintendent
CTD & SGOD Chiefs
All CTD Personnel & SGOD Personnel (EPS, PSDS, SEPS, EPS II, ALS, Planning Officer, Division Engineer, Medical/Dental Officers, Librarian, PDO I & II)
Select OSDS Personnel (Accountant III, Legal Officer, AO V, AO IV, (Division ITO)
All Elementary & Secondary School Heads
This Division

1. The field is hereby informed of the conduct of the Division Management Committee Meeting (MANCOM) to be hosted by East II District on **March 18, 2024, 8:00a.m.-5:00p.m.** Venue to be announced on a separate memorandum.
2. Only one (1) school head will represent each school, preferably the lead principal. School heads assigned in extension/annexed schools shall be represented by the school head of their mother school.
3. Each district is also requested to prepare tokens for three retirees who will be honored during the MANCOM.
4. All attendees are directed to wear corporate attire during the MANCOM meeting.
5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
6. For widest dissemination and guidance.

ROY ANGELO E. GAZO
Schools Division Superintendent



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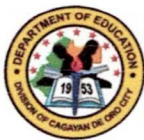
Encl.: None

Reference: None

To be indicated in the Perpetual Index
under the following subjects:

MANCOM

DMSA/ATB/ DM – division management committee meeting
March 6, 2024



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