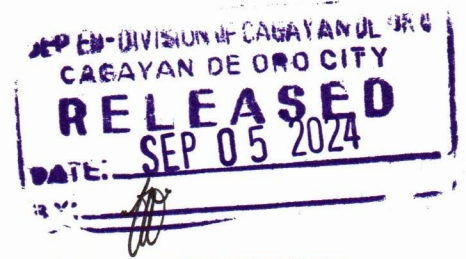




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

02 September 2024

DIVISION MEMORANDUM

No. 661 s.2024

DIVISION MANAGEMENT COMMITTEE MEETING

TO: Assistant Schools Division Superintendent
Chiefs Education Program Supervisors (SGOD & CTD)
All SGOD and CTD 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, A.O. V, A.O. IV, Division IT Officer)
All Secondary and Elementary School Heads/School-in-Charge
This Division

1. The field is hereby informed of the conduct of a Management Committee (MANCOM) Meeting to be hosted by West II District on September 16, 2024 (Monday), 8:00am – 5:00pm, venue to be announced.
2. Only one (1) school head will represent each school, preferably the lead principal.
3. All personnel are directed to wear their corporate attire during the MANCOM Meeting.
4. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment are accorded to all personnel regardless of disability, sexual orientation, gender, age, religion and ethnicity.
5. For widest dissemination and guidance.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

MANCOM MEETING

MCTG/SGOD – Division Management Committee Meeting
September 6, 2024



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