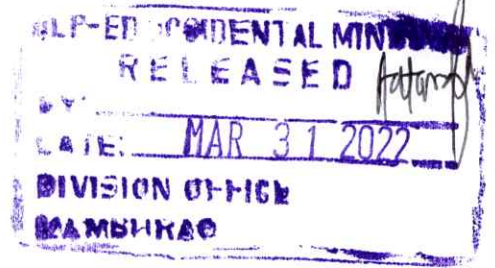




Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF OCCIDENTAL MINDORO



Office of the Schools Division
Superintendent

March 30, 2022

DIVISION MEMORANDUM
No. 000132, s. 2022

**CONDUCT OF SECOND DIVISION MANAGEMENT COMMITTEE (MANCOM)
MEETING**

To : OIC-Asst. Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
SDO Unit/Section Heads
Education Program Supervisors
Public Schools District Supervisors
School Heads/Principals/Head Teachers of Public Schools
All Others Concerned

1. This Office informs all concerned on the conduct of the Second Division Management Committee Meeting on April 6, 2022 from 8:00 AM onwards via Zoom platform with link which shall be disseminated through Facebook Messenger chat groups.
2. Participants to this activity are the OIC-Asst. Schools Division Superintendent, Chief Education Supervisors, Education Program Supervisors, Public Schools District Supervisors, Unit/Section Heads, Education Program Specialists, Project Development Officers, Legal Officer, Medical Officer, Division Engineer and School Heads of Public Elementary and Secondary Schools.
3. Significant updates, issues and concerns of the Office of the Schools Division Superintendent, Curriculum Implementation Division and School Governance and Operations Division shall be discussed.
4. The host of the activity is the School Governance and Operations Division which shall take charge of the overall program flow and in the preparation of the minutes of the meeting.
5. Further, updates from other units/sections must be given to the presenters listed in the program matrix to maximize the allotted time. Presentation files are requested to be sent at depedoksi.sgod@gmail.com for consolidation.
6. Attached is the program of activities for reference of all concerned.
7. For information, widest dissemination and strict compliance.


LYNN G. MENDOZA

OIC - Schools Division Superintendent

sgod/smns/ecf



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PROGRAM OF ACTIVITIES

I. Registration and Logging In (8:00 – 8:30 AM)	SMME Section
II. Preliminaries (8:30 – 9:00 AM) Philippine National Anthem Prayer MIMAROPA March Occidental Mindoro March Food for Thought	School Governance and Operations Division
Welcome Remarks	Rodel S. Magnaye OIC-Office of the ASDS
Inspirational Message	Lynn G. Mendoza OIC-Office of the SDS
III. ManCom Proper (9:00 – 9:30 AM) Call to Order	Lynn G. Mendoza OIC-Office of the SDS
Reading of the Minutes of the Previous Meeting; Reading and Adoption of the Agenda of the Meeting	Rodel S. Magnaye OIC-Office of the ASDS
Discussion of Election Task Force and Other Legal Matters (9:30 – 10:00 AM)	Atty. Ulysses Bambo Legal Officer III
School Governance and Operations Division (10:00 – 11:00 AM)	Aniceto N. Parojinog CES-SGOD
Curriculum and Implementation Division (11:00 AM – 12:00 NN)	Raquel P. Girao, PhD CES-CID
LUNCH BREAK (12:00 NN – 1:00 PM)	
Administrative Updates (1:00 – 1:30 PM)	Dennis Michael G. Abeleda, PhD Administrative Officer V
Finance Updates (1:30 – 2:00 PM)	Milesón P. Dela Torre Budget Officer III Merry Ann T. Ramirez Accountant III

Asst. Schools Division Superintendent's Updates (2:00 – 2:30 PM)	Rodel S. Magnaye OIC-Office of the ASDS
Schools Division Superintendent's Hour (2:30 – 3:30 PM)	LYNN G. MENDOZA OIC, Office of the SDS
Open Forum (3:30 – 4:00 PM)	
Clearing House and Adjournment Photo Opportunity (4:00 – 4:30 PM)	

Leonard P. Ramos
Education Program Specialist II
Moderator

