



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City



December 12, 2018

DIVISION MEMORANDUM

No. 891, s. 2018

DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING FOR DECEMBER 2018

**TO: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Unit/Section Heads
All Concerned**

1. The office hereby informs all concerned that the **Management Committee (ManCom) Meeting** has been re-scheduled from December 14, 2018 to **DECEMBER 17, 2018 (Monday)** at Division Office Conference Hall, Sudlon, Lahug, Cebu City from **8:00AM to 5:00PM**.
2. Participants of this meeting are the ASDSs, Chiefs, Unit/Section Heads of Health, Dental, Legal, ICT, Physical Facilities, Finance, Personnel, Administrative as well as the Heads of the Sub-Section Units in the Division.
3. Chiefs/Unit/Section Heads are requested to prepare a brief power point presentation of the priority improvement areas of the unit/section/division with the corresponding Work and Financial Plan for 2019. Then a 5-minute discussion will follow after each presentation.
4. The cost of venue and snacks/meals of the participants will be charged to the **Division's MOOE/HRD Funds**, subject to its availability and the usual accounting/auditing rules and regulations.
5. Wide dissemination and strict compliance of this Memorandum is hereby requested.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent