



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

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28 February 2022

DIVISION MEMORANDUM

No. 078, s. 2022

11th DIVISION MANAGEMENT COMMITTEE MEETING

TO: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Section Heads
All Others Concerned

1. Please be informed that the 11th Division Management Committee Meeting (MANCOM) will be conducted on March 7-9, 2022, 8:00 AM, at Lima Park Hotel, Malvar Batangas
2. The proposed agenda, program of activities and Technical Working Group (TWG) from Day 1 to 3 are contained in **Annex A** of this memorandum.
3. Attendees and schedule to this activity are the following:

DATE	DISTRICT/SDO	PARTICIPANTS
March 7, 2022	LOBO TAYSAN LEMERY TUY MALVAR LIAN SAN LUIS BAUAN WEST AGONCILLO MATAASNAKAHOY BAUAN EAST ALITAGTAG STA. TERESITA SDO PERSONNEL	*Public Elementary and Secondary School Heads *Public Schools District Supervisors *SDS and ASDSs *SGOD and CID Chief *Administrative Officer V - Admin *Administrative Officer IV – Personnel *Erickson Gutierrez-Presenter *Technical Working Group
March 8, 2022	NASUGBU EAST ROSARIO EAST CALATAGAN SAN PASCUAL MABINI PADRE GARCIA TAAL	*Public Elementary and Secondary School Heads *Public Schools District Supervisors *SDS and ASDSs *SGOD and CID Chief *Erickson Gutierrez-Presenter *Technical Working Group

DEPEDBATS-ODS-F-009/R1/11-22-2021



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
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	NASUGBU WEST IBAAN BALAYAN WEST STO. TOMAS NORTH SAN NICOLAS SDO PERSONNEL	
March 9, 2022	SAN JUAN EAST CALACA ROSARIO WEST SAN JUAN WEST LAUREL SAN JOSE STO. TOMAS SOUTH TINGLOY BALAYAN EAST CUENCA TALISAY BALETE SDO PERSONNEL	Public Elementary and Secondary School Heads *Public Schools District Supervisors *SDS and ASDSs *SGOD and CID Chief *Erickson Gutierrez-Presenter *Technical Working Group

- A registration fee of one thousand two hundred pesos (Php1,200) shall be charged each participant, and will be collected by district to be remitted together with the list of participants at SDO Batangas on or before Friday, March 4, 2022 from 8AM to 12NN. Look for Ms. Karla Marie R. Razon and Ms. Zhermaine M. Dipasupil. A personnel who will stay overnight at the hotel shall pay two thousand pesos (Php 2000)/day.
- Registration fee and other expenses relative to the activity will be charged against school and Division MOOE subject to the usual accounting and auditing procedures.
- Participants shall bring their copy of Vaccination Card. Safety protocols shall be observed at all times.
- Immediate and wide dissemination of this Memorandum is desired.


MERTHEL M. EVARDOME, CESO V
Schools Division Superintendent

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Annex A

11th DIVISION MANAGEMENT COMMITTEE MEETING
March 7-9, 2022

PROGRAMME

TIME	MINUTES	ACTIVITY/TASK	PERSON INVOLVED
07:00 – 08:00	60	Registration of Participants	
08:00 – 08:15	15	Preliminaries: Ecumenical Prayer National Anthem	Audio Visual Presentation c/o ICT
08:15 – 08:30	15	Checking of Attendance Roll call of Districts	Emcee
08:30 – 08:35	5	Opening and Welcome Remarks	Day 1&3 - Ms. Nadine C. Celindro Asst. Schools Div. Superintendent Day 2 - Mr. Nicolas M. Burgos Asst. Schools Div. Superintendent
08:35 – 08:45	10	Reading of Previous Minutes Presentation and Approval of Previous Minutes	Top Management for the approval
08:45 – 09:00	15	Inspirational Message	Merthel M. Evardome, CESO V Schools Division Superintendent
09:00 – 10:30	90	Implementation of the Result-Based Performance Management System- Philippine Professionals Standard for Teachers for SY 2021-2022	Erickson Gutierrez, PhD Education Program Supervisor
10:30 – 10:50	20	Wellness Break	
10:50 – 11:20	30	Guidelines for Schools Division Offices on the Submission of the Weekly Report on the List of Public and Private Schools for the Progressive Expansion of the Limited Face-to-Face Classes	Nicolas M. Burgos Asst. Schools Div. Superintendent
11:20 – 12:00	40	Q and A for the two topics discussed	

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12:00 – 01:00	60	LUNCH BREAK	
01:00 – 03:00	120	SDS Hour	Merthel M. Evardome, CESO V Schools Division Superintendent
03:00 – 3:15	15	Wellness Break	
03:15 – 04:15	60	Open Forum/ Synthesis	Program Facilitator/Top Management
04:15 – 04:30	15	Closing Remarks	Day 2 - Ms. Nadine C. Celindro Asst. Schools Div. Superintendent Day 1&3 - Mr. Nicolas M. Burgos Asst. Schools Div. Superintendent

MARIAN L. ARIAS
Master of Ceremony

11th DIVISION MANCOM TECHNICAL WORKING GROUP
March 7-9, 2022

ASSIGNMENT	NAME OF IN-CHARGE
Audio Visual Prayer & National Anthem	Day 1 – Mr. Gilbert Perez Day 2- Russell Perez Day 3 – Lucky May Pasia
Programme Master of Ceremony (Day 1-3)	Day 1 – Rundolph R. Abanto Day 2- Eleazar Magsino Day 3 – Mary Jane Gonzales
Attendance, Certificate & Registration Fee (Day 1 to 3)	Ms. Karla Marie R. Razon Ms. Zhermaine M. Dipasupil
Minutes of the Meeting (Day 1 to 3)	Day 1 – Mr. Louie Alvarez Day 2- Ms. Niña Dimaculangan Day 3 –Ms. Nalaine Quitain

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