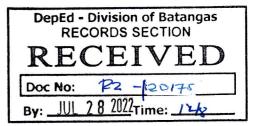


Republic of the Philippines Department of Education REGION IV-A CALABARZON SCHOOLS DIVISION OF BATANGAS



July 27, 2022

DIVISION MEMORANDUM

No. 231, s. 2022

12th 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 12th Division Management Committee Meeting (MANCOM) will be conducted on August 2-5, 2022 8:00 AM onwards at M.I Sevilla's Resort-Lucena City.
- 2. The proposed agenda and program of activities are contained in Annex A of this memorandum.
- 3. The schedule and attendees to this activity are the following:

	DATE	DISTRICT/SDO	PARTICIPANTS
A	ugust 2, 2022 (Day 1)	LOBO SAN JUAN WEST ROSARIO EAST PADRE GARCIA SAN JOSE BAUAN WEST TINGLOY STO. TOMAS NORTH TALISAY SDO PERSONNEL	*Public Elementary and Secondary School Heads *Public Schools District Supervisor *SDS and ASDSs *SGOD and CID Chief *Administrative Officer V-Admin *SDO Nurse
A	ugust 3, 2022 (Day 2)	CALACA SAN PASCUAL CALATAGAN SAN LUIS LIAN NASUGBU WEST AGONCILLO SAN NICOLAS BALETE	*Public Elementary and Secondary School Heads *Public Schools District Supervisor *SDS and ASDSs *SGOD and CID Chief *Administrative Officer V-Admin *SDO Nurse

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



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City (043)722-1840 / 722-1796 / 722-1437 / 722-2675 / 722-1662 deped.batangas@deped.gov.ph www.depedbatangas.org



Republic of the Philippines

Department of Education

REGION IV-A CALABARZON SCHOOLS DIVISION OF BATANGAS

	SDO PERSONNEL	
August 4, 2022 (Day 3)	LEMERY ROSARIO WEST TAYSAN MABINI LAUREL IBAAN BALAYAN EAST MATAASNAKAHOY BAUAN EAST SDO PERSONNEL	*Public Elementary and Secondary School Heads *Public Schools District Supervisor *SDS and ASDSs *SGOD and CID Chief *Administrative Officer V-Admin *SDO Nurse
August 5, 2022 (Day 4)	NASUGBU EAST SAN JUAN EAST TUY MALVAR TAAL STO. TOMAS SOUTH CUENCA BALAYAN WEST ALITAGTAG STA. TERESITA SDO PERSONNEL	*Public Elementary and Secondary School Heads *Public Schools District Supervisor *SDS and ASDSs *SGOD and CID Chief *Administrative Officer V-Admin *SDO Nurse

- 4. Food and accommodation of one thousand two hundred pesos (Php1, 200) shall be charged each participant, and will be collected at the venue. Personnel who will stay overnight at the venue shall pay two thousand pesos (P2,000)/day to cover expenses for board and lodging.
- 5. Expenses incurred relevant to the conduct of the activity will be charged against Division and School MOOE subject to the usual accounting and auditing procedures
- 6. Participants shall bring their copy of Vaccination Card. Safety protocols shall be observed at all times.
- 7. Immediate and wide dissemination of this Memorandum is desired.

MERTHEL M. EVARDOME, CESO V Schools Division Superintendent

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Annex A

12th DIVISION MANAGEMENT COMMITTEE MEETING

August 2-5, 2022

PROGRAMME

TIME	MINUTES	ACTIVITY/TASK	PERSON INVOLVED
7:00 – 7:45	45	Arrival of Participants	
7:45 – 7:55	10	Preliminaries: Ecumenical Prayer National Anthem	Audio Visual Presentation
7:55 – 8:10	15	Presentation of Participants	Emcee
8:10 – 8:20	10	Opening and Welcome Remarks	Nadine C. Celindro Asst. Schools Div. Superintendent
8:20 - 8:30	10	Reading of Previous Minutes Presentation and Approval of Previous Minutes	Top Management for the approval
8:30 - 8:45	15	Inspirational Message	Merthel M. Evardome Schools Division Superintendent
8:45 – 9:45	60	DepEd Order No. 034 s. 2022 School Calendar and Activities for the School Year 2022-2023	Nadine C. Celindro Asst. Schools Div. Superintendent
9:45 -10:45	60	DepEd Order No. 035 s. 2022 Guidelines on Enrollment for School Year 2022-2023 in the Context of Re-Introduction of the In- Person Classes	Nicolas M. Burgos Asst. Schools Div. Superintendent
10:45 – 11:00	15	Wellness Break	
11:00 - 12:00	60	Class Organization and Time Allotment per Learning Area	Mario M. Maramot CID Chief
12:00 - 1:00	60	LUNCH BREAK	

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





Republic of the Philippines

Department of Education

REGION IV-A CALABARZON SCHOOLS DIVISION OF BATANGAS

1:00 - 2:00	60	Discussion on the CSC Resolution- Flexible Work Arrangements in the Public Sector	Lou C. Panaligan Administrative Officer V
2:00 - 3:00	60	SDS Hour	Merthel M. Evardome Schools Division Superintendent
3:00 - 3:30	30	Other Matters	Program Facilitator/Top Management
3:00 - 4:30	90	Open Forum/ Synthesis	Program Facilitator/Top Management
4:30 - 5:00	30	Closing Remarks	Nicolas M. Burgos Asst. Schools Div. Superintendent

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





12th DIVISION MANCOM TECHNICAL WORKING GROUP

August 2-5, 2022

ASSIGNMENT	NAME OF IN-CHARGE
Audio Visual Prayer & National Anthem	Day 1- Russel Perez
	Day 2- Maria Niña Macalalad
	Day 3- Benedicto Calingasan
	Day 4- Gilbert Perez
Attendance, Certificate & Registration Fee	Lou C. Panaligan
Programme Master of Ceremony (Day 1-4)	Day 1- Movita Cruzat
	Day 2- Niña Dimaculangan
	Day 3- Gregorio M. De Chavez, Jr
	Day 4- Mary Jane Gonzales
Minutes of the Meeting (Day 1-4)	Day 1- Wennie Gonzales
	Day 2- Jennifer Cabello
	Day 3- Gilma Porley
	Day 4- Louie Alvarez

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