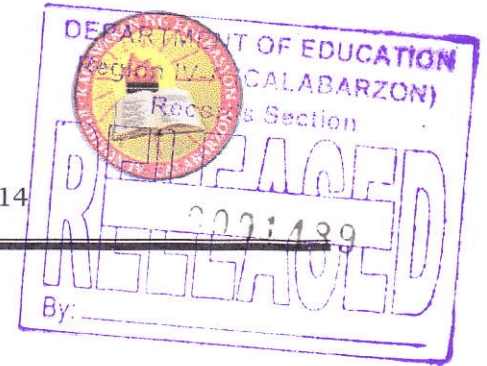




Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON

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Email: deped_ro4a@yahoo.com Fax: (02)682-2114



MEMORANDUM

TO: SCHOOLS DIVISION SUPERINTENDENTS

FROM: DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT: REGIONAL MANAGEMENT COMMITTEE (MANCOM) MEETING FOR SENIOR HIGH SCHOOL (SHS) IMPLEMENTATION PLANNING

DATE: January 30, 2015

Pursuant to DepEd Memorandum No. 3, s. 2015 dated January 23, 2015, Regional MANCOM Meeting for SHS Implementation Planning will be conducted on February 25 – 26, 2015 at Tanay Epic Parc, Tanay, Rizal.

Participants to the Regional MANCOM are the following:

REGIONAL OFFICE (8)	SCHOOLS DIVISION OFFICES (6 pax X 18 SDOs = 108)	CENTRAL OFFICE (4)
Regional Director, Assistant Regional Director, CLMD Chief, Regional Planning Officer, Regional Senior High School Coordinator, Regional Physical Facilities Coordinator and 2 Regional Technical-Planning Staffs: 1 from RPU and 1 from QAD	Schools Division Superintendent, 1 Assistant Schools Division Superintendent, Curriculum and Instruction Division (CID) In-charge, Division Planning Officer, Division Senior High School Coordinator and Division Physical Facilities Coordinator	Executive Committee Member, Coordinator, Lead SHS TA, SHS TA for data

Executive Committee Member and SHS Technical Assistants for Region IV-A are invited to provide technical support for the SHS Implementation Planning:

1. Usec. Dina Ocampo - Executive Committee Member
2. Leonard Pizzaro - Coordinator
3. Melanie Libatigue - Lead SHS Technical Assistant (TA)
4. Jason Ongtengco - SHS TA for data

The following shall be brought by each division for the MANCOM:

1. 2 laptops (one for back-up)
2. Vicinity map
3. Division or clustering maps
4. Extension cords
5. Own broadband sticks
6. Reports of Division Education Summits and related activities
7. Updates on partnerships
8. Documentation of the Division Education Summits (photos/reports on what is the latest)
9. Reports/updates if there are, on new sites/validated sites

Refer to DepEd Memorandum No. 5, s. 2015, dated January 23, 2015 for the details of the Senior High School Preparations and Deliverables for Quarter 1 of 2015.

Expenses for food (2 breakfast, 2 lunch, 1 dinner and 4 snacks) of the participants, travel expenses of the Regional Personnel and transportation and other incidental expenses for the TA Team shall be charged to the Regional Funds while travel expenses of the division participants shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is expected.

QAD/eol

