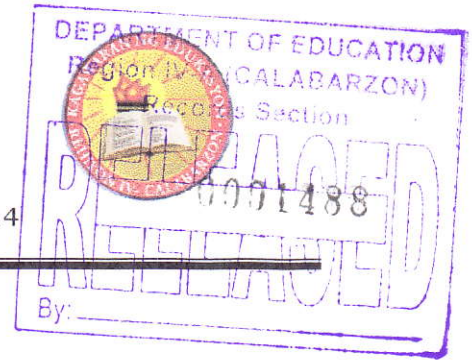




Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
Gate 2, Karangalan Village, Cainta Rizal
Email: deped_ro4a@yahoo.com Fax: (02)682-2114



MEMORANDUM

TO: SCHOOLS DIVISION SUPERINTENDENTS

FROM: DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT: PRE-WORK ACTIVITY FOR THE REGIONAL MANCOM FOR SENIOR HIGH SCHOOL (SHS) IMPLEMENTATION PLANNING

DATE: January 30, 2015

Relative to DepEd Memorandum No. 3, s. 2015 dated January 23, 2015, Pre-work Activity for the Regional Management Committee (MANCOM) Meeting for SHS Implementation Planning will be held at NEAP IV-A CALABARZON, Malvar, Batangas on the following dates:

February 12, 2015 (Thursday)	February 13, 2015 (Friday)
<ul style="list-style-type: none">➤ Schools Divisions of Quezon Province, Lucena City and Tayabas City➤ Schools Divisions of Cavite Province, Cavite City, Dasmariñas City, Bacoor City and Imus City➤ Regional SHS Implementation Planning Core Group➤ SHS TA Team from Central Office	<ul style="list-style-type: none">➤ Schools Divisions of Laguna Province, San Pablo City, Sta. Rosa City and Calamba City➤ Schools Division of Rizal Province and Antipolo City➤ Schools Division of Batangas Province, Batangas City, Lipa City and Tanauan City➤ Regional SHS Implementation Planning Core Group➤ SHS TA Team from Central Office

Participants to the Pre-work Activity are the Schools Division Superintendents, Division Planning Officers, Division Senior High School Coordinators, Assistant Regional Director, Regional SHS Implementation Planning Core Group (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).

Senior High School Technical Assistant (TA) Team from the Central Office is requested to provide technical support for the Pre-work Activity of Region IV-A CALABARZON:

1. Jason Ongtengco
2. Melanie Libatigue
3. Lenard Pizzaro

The following shall be brought by each division for the Pre-work Activity:

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

Expenses for food (breakfast, lunch and 2 snacks)of the division participants; and for food (2 breakfast, 2 lunch, 1 dinner and 4 snacks) of the regional personnel and TA Team, 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

