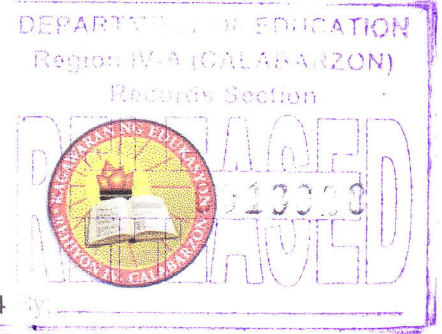




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DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON

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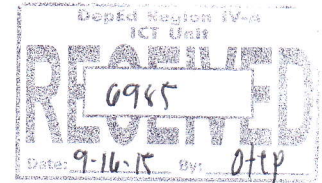
MEMORANDUM

TO: SCHOOLS DIVISION SUPERINTENDENTS

FROM: DIOSDADO M. SAN ANTONIO
 Director IV

SUBJECT: REGIONAL PRE-WORK AND MANAGEMENT COMMITTEE (MANCOM) MEETING FOR SENIOR HIGH SCHOOL (SHS) IMPLEMENTATION PLAN ADJUSTMENT

DATE: September 14, 2015



Relative to the Meeting on Senior High School Implementation conducted by the Central Office on September 3, 2015 at DepEd Ecotech Center, Lahug, Cebu City, this Office will conduct the Regional Pre-work and Management Committee (MANCOM) Meeting for Senior High School (SHS) Implementation Plan Adjustment on September 22-23, 2015 at NEAP Region IV-A (CALABARZON), Malvar, Batangas.

Participants to the said activity are the following:

REGIONAL OFFICE (10)	SCHOOLS DIVISION OFFICES (6 pax X 19 SDOs = 114)	CENTRAL OFFICE (4)
Regional Director, Assistant Regional Director, CLMD Chief, QAD-OIC, Regional Physical Facilities Coordinator, 2 Regional Planning Officers, 2 QAD-EPSs, 1 QAD-Secretariat	Schools Division Superintendent, 1 Assistant Schools Division Superintendent (In-charge of Secondary Schools), Curriculum Implementation Division (CID) Chief, Schools Governance and Operation Division (SGOD) Chief, Division Planning Officer, Division Senior High School (SHS) Coordinator	Executive Committee Member, Coordinator, Lead SHS TA, Member 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 Plan Adjustment:

1. Usec. Dina Ocampo - Executive Committee Member
2. Leonard Pizzaro - Coordinator
3. Melanie Libatique - 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. As provided by the CO: "Getting Organized for Pre-work and MANCOM on Adjusted SHS Implementation Plans" (posted on FB Group SHS Planning 4A):
 - a. SHS Slots of DepEd and non-DepEd Schools per Program
 - b. Partner TVIs - can DepEd partner with a nearby TVI? (List of TVIs per Division has been made available for us by the CO TA Team headed by Ms. Nina Libatique)
 - c. DepEd TVL Schools with no TVI partner
 - d. Initiatives on Teacher Hiring
 - e. Initiatives on Securing Equipment
 - f. Geographic Maps per Division
 - g. List of SHS Early Implementers (public secondary schools and Non-DepEd)
7. Reports of Division Education Summits and related activities
8. Updates on partnerships
9. Documentation of the Division Education Summits (photos/reports on what is the latest)
10. Reports/updates if there are, on new sites/validated sites
11. Reports on classroom construction

Expenses for food (2 breakfast, 2 lunch, 1 dinner and 4 snacks) of the participants, travel expenses of the Regional Personnel 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.