

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

27 June 2023

Regional Memorandum

No.359 s.2023

**REGIONAL MANAGEMENT COMMITTEE MEETING
SCHEDULE AND ASSIGNED HOST DIVISION**

To: **Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Functional Division Chiefs**

1. The Department of Education Region 4A CALABARZON releases the schedule of the **On-site Regional Management Committee (MANCOM) Meeting** for the second half of 2023 and Calendar Year 2024.
2. Participants in the meeting are the Assistant Regional Director, Schools Division Superintendents, Assistant Schools Division Superintendents, and Functional Division Chiefs of the Regional Office.
3. The following are the assigned Host SDOs as scheduled:

Month	Schools Division Office
July 2023	Antipolo City
August 2023	Imus City
September 2023	Cavite Province
October 2023	Lucena City
November 2023	Quezon Province
December 2023	Sta. Rosa City
January 2024	Rizal Province
February 2024	Batangas Province
March 2024	Laguna
April 2024	Cavite City
May 2024	San Pedro City
June 2024	General Trias City
July 2024	San Pablo City
August 2024	Calamba City
September 2024	Biñan City
October 2024	Tanauan City
November 2024	Bacoor City
December 2024	Cabuyao City





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4. Venue, food, program preliminaries, attendance and certificates of appearance for this activity will be provided by the Host Division.
5. Adherence to the minimum IATF Health Protocols and Office Health Standards must be observed in the conduct of this activity.
6. Food, accommodation and other incidental expenses relative to this activity shall be charged against the Host Division and Regional Office MOOE while travel expenses shall be charged to local funds of offices of the participants. All expenses shall be subject to usual accounting and auditing rules and regulations.
7. Should there be queries pertaining this activity, please contact Mr. Ariel M. Azuelo through pau.calabarzon@deped.gov.ph.
8. Strict compliance to this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II

 Regional Director 

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