

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



15 August 2023

Regional Memorandum

No.482 s.2023

ON-SITE REGIONAL MANAGEMENT COMMITTEE MEETING

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

1. The Department of Education Region 4A CALABARZON will conduct the **On-site Regional Management Committee (MANCOM) Meeting** on Friday, **August 18, 2023, 9:00 a.m.** at **4th Floor, Function Hall, New Government Center, Malagasang Road, Imus City, Cavite** with Schools Division of Imus City as host.
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 meeting's agenda are the following:
 - a. Guidelines on the Oplan Balik Eskwela, Brigada Eskwela and Opening of Classes
 - b. RD's Time-Updates from the National MANCOM Meeting
 - c. Updates from the OARD and Functional Divisions
 - d. Other matters
4. Certificates of Appearance for this activity will be issued by the Schools Division Office of Imus City.
5. This memorandum may serve as authority to travel for attending officials.
6. Adherence to the minimum IATF Health Protocols and Office Health Standards must be observed in the conduct of this activity.
7. Food, accommodation and other incidental expenses relative to this activity shall be charged against SDO Imus City and Regional Office MOOE while travel expenses shall be charged to local funds of offices of the participants.



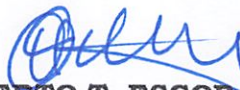

Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
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All expenses shall be subject to usual accounting and auditing rules and regulations.

8. Should there be queries pertaining this activity, please contact Mr. Ariel M. Azuelo through pau.calabarzon@deped.gov.ph.
9. Having proxies or representatives is highly discouraged.
10. Strict compliance to this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

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