

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



PAU-RM-2024-136

4 March 2024

**Regional Memorandum**

No.136 s.2024

**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, **March 22, 2024, 9:00 a.m.** at the **Cultural Center of Laguna, Provincial Capitol Compound, P. Guevarra St., Brgy. Poblacion 1, Sta. Cruz Laguna** with Schools Division of Laguna Province 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 theme of the ManCom meeting is Business as Usual. Participants are expected to arrive in Business Attire.
4. The meeting's agenda are the following:
  - a. Regional Director's Time (Updates from the Central Office)
  - b. Updates from the OARD and Functional Divisions;
  - c. Other matters
5. Certificates of Appearance for this activity will be issued by the Schools Division Office of Laguna Province.
6. Food, accommodation and other incidental expenses relative to this activity shall be charged against SDO Laguna Province 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](mailto:pau.calabarzon@deped.gov.ph).





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8. Having proxies or representatives is highly discouraged.
9. Strict compliance to this Memorandum is desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
 Regional Director *ama*

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