



PAU-RM-2024-335

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

9 May 2024

Regional Memorandum

No.335 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 Thursday, **May 23, 2024, 9:00 a.m.** at the **Hallow Ridge Filipinas Golf Inc., Brgy. San Antonio, San Pedro City** with Schools Division of San Pedro City as host. Please be advised that the venue will start accommodating at exactly 7:00 a.m.
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. Regional Director's Time (Strategic Directions and Updates from the Central Office)
 - b. Updates from OARD and Functional Divisions;
 - c. Other matters
4. Certificates of Appearance for this activity will be issued by the Schools Division Office of San Pedro City.
5. Food, accommodation and other incidental expenses relative to this activity shall be charged against SDO San Pedro City 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.
6. Should there be queries pertaining this activity, please contact Mr. Ariel M. Azuelo through pau.calabarzon@deped.gov.ph.
7. Having proxies or representatives is highly discouraged.



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
22 93 0085

8. Strict compliance with this Memorandum is desired.



ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

ORDPAU3