



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

31 October 2024

Regional Memorandum

No. 789 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, **November 21, 2024, 9:00 a.m.** at **Tagaytay Highlands, 4120 Brgy. Calabuso, Tagaytay City, Cavite** with Schools Division Office of Tanauan City as host.
2. Participants in the meeting are the Assistant Regional Director, Schools Division Superintendents, Assistant Schools Division Superintendents, RO Functional Division Chiefs and ManCom Secretariat 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. Third Level Officials are expected to wear the prescribed uniform when attending Regional ManCom Meetings.
5. Certificates of Appearance for this activity will be issued by the Schools Division Office of Tanauan City.
6. Food, accommodation and other incidental expenses relative to this activity shall be charged against SDO Tanauan City and other available funds while travel expenses shall be charged against local funds of offices of the participants. All expenses shall be subject to usual accounting and auditing rules and regulations.





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


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

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