



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



5 March 2026

Regional Memorandum

No.165 s.2026

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 **Regional Management Committee (MANCOM) Meeting** on Tuesday, **March 24, 2026, 9:00 a.m.** at **Plantacion Del Socorro, Brgy. Janopol Occidental, Tanauan City** 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, Regional Office (RO) Functional Division Chiefs and ManCom Secretariat of the RO.
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, 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. A registration fee of Two Thousand Pesos (Php 2,000.00) per participant shall be collected. The registration fee and travel expenses shall be charged against local funds of offices of the participants, subject to usual accounting and auditing rules and regulations.
7. Food, accommodation and other incidental expenses relative to this activity shall be charged against the registration fee, SDO Tanauan City and other



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

available funds, 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. This notice serves already as authority to travel.
11. Strict compliance to this Memorandum is desired.



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

ORDPAU3