




Republic of the Philippines
Department of Education
Region X
DIVISION OF EL SALVADOR CITY
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DIVISION MEMORANDUM

No. 155 s, 2017

To: PUBLIC ELEMENTARY SCHOOLS
PUBLIC SECONDARY SCHOOLS
DIVISION CHIEFS
EDUCATION PROGRAM SUPERVISORS
EDUCATION PROGRAM SPECIALISTS
UNIT HEADS

From: 
ALLAN G. FARNAZO, PhD, CESO IV
Regional Director IV, Concurrent SDS

Subject: Additional Information and Reminders for the Division ManCom

Date: May 24, 2017

1. In addition to Division Memorandum No. 151, s.2017, the field is hereby informed that the new schedule of the Division Mancom is on **May 26, 2017 – 8AM to 5PM** at **Himaya Elementary School**.
2. Topics for discussion in addition to Division Memo 151:
 - a. Class Program (c/o Lorna H. Estrosas, Ph.D.)
 - b. Daily Lesson Logs (c/o Fritzie C. Sillabe)
 - c. Child Protection Policy (c/o Helen E. Maasin, Ph.D.)
 - d. No Collection Policy (c/o Jeffrey M. Martinez)
 - e. School Calendar 2017 – 2018 (c/o Rolly B. Labis)
 - f. Other concerns (c/o Rowena H. Para-on, Ph.D.)
3. Lunch and snacks for the division Mancom shall be charged against Division MOOE subject to the usual accounting and auditing rules and regulations.
4. For your guidance and compliance.

