DIVISION MEMORANDUM
No. 155, 8, 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.