



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

August 27, 2020

DIVISION MEMORANDUM

No. 174

CORRIGENDUM TO DM NO. 171, S. 2020
RE: DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING CUM
INSTALLATION OF ASDS ALICIA E. ANGHAY, PhD

To: Asst. Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
This Division

1. Regarding the issued Division Memorandum No. 171, s. 2020 entitled *Division Management Committee (MANCOM) Meeting cum Installation of ASDS Alicia E. Anghay, PhD*, the schedule of the said activity is moved to **September 8, 2020, 8:00-1:00p.m.** instead of September 1, 2020.
2. All other provisions of the said Memorandum shall remain in effect.
3. Immediate and wide dissemination of this Memorandum is enjoined.

OLGA C. ALONSABE, PhD, CESE
Asst. Schools Division Superintendent
OIC-Office of the Schools Division Superintendent

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
Website: www.depedelsalvadorcity.net
Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

August 24, 2020

DIVISION MEMORANDUM
No. **171**, s. 2020

**DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING CUM
INSTALLATION OF ASDS ALICIA E. ANGHAY, PhD**

To: Asst. Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
This Division

1. In line with the Department's mandate to ensure good governance, this Office will hold its Division Management Committee (MANCOM) Meeting cum Installation of ASDS Alicia E. Anghay, PhD, on **September 1, 2020, Tuesday, from 8:00 a.m. to 1:00 p.m.** at the Audio Visual Room, City Hall, El Salvador City.
2. Participants to this activity are the Executive Committee (EXECOM) members and School Heads. Further, all participants are advised to wear business attire.
3. The School Heads are hereby directed to prepare a 2-3-minute video presentation on their preparation of the Home Learning Plan to be used for the Dry Run. The copy of the said presentation must be submitted to Sherrie R. Dungog, ITO I on or before August 28, 2020.
4. Lunch and transportation expenses relative to the conduct of this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations. However, participants are advised to bring their own snacks.
5. This Memorandum shall serve as the Authority to Travel of the MANCOM participants.
6. Immediate and wide dissemination of this Memorandum is desired.

OLGA C. ALONSABE, PhD, CESE
Asst. Schools Division Superintendent
OIC-Office of the Schools Division Superintendent

SGOD/smme





Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Enclosure No.1

Working Committee

1. Overall Chairpersons	Rolly B. Labis, EdD Ninian A. Alcasid, PhD
2. Technical Preparations (video presentations, LED, etc.)	Sherrie R. Dungog, RECE
3. Activity Design and Program preparation	Maricris P. Quismundo
4. Invitations	Karen Rose A. Serrania Kenneth Angel A. Guillena
5. Letter Requests	Karen Rose A. Serrania Nilo L. Lomongo
6. Physical Arrangement and Decoration	Chairman: Jeffrey M. Martinez Co-Chairman: Anna Mae M. Atillo Members: OSDS Personnel
7. Ushers	Kevin B. Asequia Merogim P. Mugot
8. Registration	Jurica Ethel L. Estrada Herminigildo B. Pantin
9. Preparation of Leis	CID Personnel
10. Medical Responder	Chairman: Dr. Gladys Grace H. Cabeltes Members: All Nurses
11. Food Preparation	Maricris P. Quismundo Nilo L. Lomongo Eulita M. Castillo
12. After Care	Chairman: Jeffrey M. Martinez Members: All Job Orders (DO)

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
Website: www.depedelsalvadorcity.net
Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph