



Republic of the Philippines
Department of Education

Region XII
Schools Division Office of Tacurong City

March 24, 2023

DIVISION MEMORANDUM
OSDS No. 42 s. 2023

2nd DIVISION MANAGEMENT COMMITTEE (DMANCOM) MEETING 2023

TO: Chiefs, SGOD and CID
Education Program Supervisors
All School Heads
All Division Office Employees

1. The **2nd Division Management Committee (DMANCOM) Meeting** is scheduled on March 29, 2023 at 8:00 in the morning at a venue to be announced later.
2. Agenda for discussion are as follows:
 - a. COA AOM/Findings for FY 2022;
 - b. Review of Agency's Performance with Findings and Recommendations of COA;
 - c. Guidelines for the Allocation, Utilization, Documentation and Reporting of FY 2023 DPRP Fund Downloaded by DBM;
 - d. Discussion of Standards for Transition of Leadership;
 - e. Updates from Functional Divisions; and
 - f. Other matters
3. Attendees to the 2nd DMANCOM are the following:
 - a. Schools Division Superintendent
 - b. Assistant Schools Division Superintendent
 - c. All Chiefs of the Functional Divisions
 - d. School Heads
 - e. Assistant School Heads
 - f. All Division Office employees
4. Discussant and reporters are encouraged to prepare a **10-minute** presentation using a power point presentation in **1-5 slides only**. The DMANCOM Secretariat shall document the proceedings and submit a Minutes of the Meeting **five days** after the convergence.
5. Since this is an in-person meeting, all attendees are required to comply with the minimum health and safety protocols set by the Local IATF, LGU and DepEd such as wearing of face mask all the time, frequent hand washing or alcohol cleaning and social distancing. All attendees are also required to accomplish the Health Declaration Form.
6. Enclosed is the Indicative Schedule of Activities for reference.



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-200-6316; 0919-065-6425
Email: tacurong.city@deped.gov.ph



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7. Meals, snacks, venue, supplies and other related expenses to be incurred shall be charged from the local funds, subject to existing accounting and auditing rules and procedures.
8. For the information and compliance of all concerned.

MIGUEL P. FILLALAN JR., CESO VI
Schools Division Superintendent

Encl: As stated

Reference:

Allotment: none

To be included in the perpetual Index under

MEETING

MANAGEMENT

MYS/OSDS/OM/ 2nd DIVISION MANAGEMENT COMMITTEE (DMANCOM) MEETING 2023/March 21, 2023



Address: Alunan Highway, Poblacion, Tacurong City 9800
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INDICATIVE SCHEDULE OF ACTIVITIES

Time	Activity	Person Responsible
8:00 – 8:30	Registration and Attendance checking	c/o DMANCOM Secretariat
8:30 – 9:00	Opening Program <ul style="list-style-type: none"> • Singing of the National Anthem • Prayer • Singing of local hymns • Opening Remarks • Message 	c/o DMANCOM Secretariat Mervie Y. Seblon, CESE <i>OIC- ASDS</i> Miguel P. Fillalan, Jr., CESO VI <i>Schools Division Superintendent</i>
9:00 – 9:10	Meeting Proper <ul style="list-style-type: none"> • Call to Order • Approval of the Minutes of the Previous Meeting • Business arising from the minutes of the previous meeting • Approval of the provisional agenda 	Miguel P. Fillalan, Jr., CESO VI <i>Schools Division Superintendent</i>
Functional Division's Chiefs and Administrative Division AO Time		
9:10 – 10:30	Discussion of the Agenda <ul style="list-style-type: none"> • COA AOM/Findings for FY 2022; • Review of Agency's Performance with Findings and Recommendations of COA; • Guidelines for the Allocation, Utilization, Documentation and Reporting of FY 2023 DPRP Fund Downloaded by DBM 	Avaglez Pirote <i>AO II, Legal Designate</i>
Functional Division's Chiefs and Administrative Division AO Time		
10:30 – 11:00	CID Updates <ul style="list-style-type: none"> • RSPC Preparations • SRAA Preparations • Other Updates 	Arlene T. Arquiza, CES
11:00 – 11:30	SGOD Updates <ul style="list-style-type: none"> • Report on Education Facilities Delivery Updates • BEMEF • Writeshop for Learning and Development Resource Packages • DEDP Unpacking 	Mayflor D. Romualdo, CES
11:30 – 12:00	OSDS Updates	Zenaida B. Porrás, AO V



	<ul style="list-style-type: none"> • Administrative Unit Updates on Merit Selection Plan (DO 007, s.2023) • Other UPdates 	
LUNCH BREAK		
1:00 – 1:20	Assistant Schools Division Superintendent's Time <ul style="list-style-type: none"> • Standards for Transition of Leadership 	Mervie Y. Seblon, CESE <i>OIC- ASDS</i>
1:20 – 2:00	Schools Division Superintendent's Time <ul style="list-style-type: none"> • Bringing Integrity, Competency, and Diligence Principle to the Field and its application with Matatag Framework 	Miguel P. Fillalan, Jr., CESO VI <i>Schools Division Superintendent</i>
2:00 – 2:30	Other Matters	
2:30 – 3:00	Adjournment	

