



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

May 16, 2025

DIVISION MEMORANDUM

No. 250s, 2025

DIVISION MANAGEMENT COMMITTEE MEETING


To: Assistant Schools Division Superintendents
SGOD and CID Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Assistant Principals from SHS Implementers
Unit Heads of the OSDS
Section Heads of SGOD
SHN Unit
All Others Concerned

1. This Office announces the conduct of Division Management Committee Meeting (MANCOM) on both elementary and secondary schools on June 13, 2025 at Angat Municipal Hall at 8:30 am onwards.
2. The agenda of the meeting are as follows:
 - 2.1. CID Concerns
 - 2.2. SGOD Concerns
 - 2.3. OSDS Concerns
 - 2.4. Schools Division Superintendent/Assistant Schools Division Superintendents' Concerns
3. The participants of the meeting are the following:
 - 3.1. Assistant Schools Division Superintendent
 - 3.2. SGOD and CID Chiefs
 - 3.3. Division Education Program Supervisors
 - 3.4. Public Schools District Supervisors
 - 3.5. Unit Heads from OSDS and SGOD
 - 3.6. Elementary School Heads
 - 3.7. Secondary School Heads and Assistant Principals from the SHS Implementers
 - 3.8. SHN Unit



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4. There will be a registration fee of P600.00 for each participant to cover meal expenses to be charged against school MOOE. An official receipt shall be released upon payment of the Office of the Cashier on or before June 11, 2025. While registration fee of the SDO personnel shall be charged against Division MOOE, subject to the usual accounting rules and regulations.
5. 100% attendance is highly encouraged and failure to attend the said MANCOM still requires the participants to settle the registration fee.
6. This Memorandum shall serve as travel authority of all participants.
7. It is expected that all participants observe the minimum health and safety protocols as pre-emptive interventions to combat any infectious diseases.
8. Immediate and wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN, EdD. CESO V
Schools Division Superintendent