



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BINAN CITY

DEPARTMENT OF EDUCATION  
Schools Division of Binan City  
RECORDS SECTION

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JAN 15 2025

14 Jan 2025

**DIVISION MEMORANDUM**

No. **027**, s. 2025

**1<sup>st</sup> QUARTERLY MANAGEMENT COMMITTEE (MANCOM) MEETING**

To: Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All School Heads

1. This Office announces the conduct of the **1<sup>st</sup> Quarterly Management Committee (MANCOM) Meeting on January 23, 2025, 8:30 a.m. to 4:00 p.m. at 4<sup>th</sup> Floor SDO Training Hall.**
2. The activity aims to discuss the issues and concerns on school operations and management and provide updates concerning DepEd priorities and programs.
3. Districts 7 and 8 are the host districts for this meeting and shall ensure that the necessary preparations are made.
4. Participants in the meeting are the select SDO Binan City Unit Heads and focal persons, and all Supervisors and School Heads. All attendees are expected to arrive in the prescribed DepEd uniform. Enclosed is the program of activities for reference.
5. Expenses relative to the conduct of the activity shall be charged against the Division/ School MOOE, subject to the usual accounting and auditing rules and regulations.
6. Immediate and widest dissemination of this Memorandum is desired.

**MANUELA S. TOLENTINO, CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference: None

OSDS/AD / AMC / GMC /  
/ 01/14/2025

DM - 1<sup>st</sup> Quarterly Management Committee (MANCOM) Meeting



Address: P. Burgos St., Brgy. Sto. Domingo, Binan City, Laguna  
Contact Nos.: (049) 547-0105 / (+63) 939-510-8779  
Email Address: [depd.binancity@depd.gov.ph](mailto:depd.binancity@depd.gov.ph)  
Website: [depdbinan.com](http://depdbinan.com)



Certificate No. PMP QMS  
22 93 0085

Enclosure No.1

**PROGRAM OF ACTIVITIES**  
**1st QUARTER DIVISION MANAGEMENT COMMITTEE MEETING**  
 January 23, 8:30 a.m. to 4:00 p.m.

A.M. 8:30 – 8:45	<b>Opening Prayer</b> <b>Nationalistic Song</b> <b>Himno ng Biñan</b> <b>DepEd Quality Policy Statement</b>	
8:45 – 8:55	<b>Roll Call of Attendees</b>	
8:55 – 9:05	<b>Welcome Remarks</b> Nerra A. Visperas, PSDS - District 7 & Mary Grace B. Llantos, PSDS - District 8	
9:05 – 9:30	<b>Inspirational Message and Call To Order</b>	Dr. Manuela S. Tolentino, CESO V <i>Schools Division Superintendent</i>
9:30 – 9:45	<b>Reading and Approval of the Minutes of the Previous meeting</b>	Maureen Jane Q. Alangco <i>Project Development Officer I</i> & Dr. Arlene S. Ricasata, CESO VI <i>Assistant Schools Division Superintendent</i>
9:45 – 10:00	<b>AM SNACKS AND HEALTH BREAK</b>	
10:00 – 11:00	<b>Updates from Administrative Office</b>	Mr. Ariel M. Cabantog <i>Administrative Officer V</i>
11:00 – 12:00	<b>Updates from School Governance and Operations Division</b>	Dr. Bayani V. Enriquez <i>Chief Education Supervisor</i> <i>School Governance and Operations Division</i>
12:00 – 1:00	<b>LUNCH BREAK</b>	
P.M. 1:00 – 2:00	<b>Updates from Curriculum Implementation Division</b>	Dr. Mary Ann L. Tatlongmaria <i>Chief Education Supervisor</i> <i>Curriculum Implementation Division</i>
2:00 – 3:00	<b>Superintendent's Hour</b>	Dr. Manuela S. Tolentino, CESO V <i>Schools Division Superintendent</i>
3:00 – 3:50	<b>Superintendent's Awards</b>	
3:50 – 3:59	<b>Closing Remarks</b>	Dr. Arlene S. Ricasata, CESO VI <i>Assistant Schools Division Superintendent</i>
4:00	<b>Adjournment</b>	Dr. Manuela S. Tolentino, CESO V <i>Schools Division Superintendent</i>