



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

DEPARTMENT OF EDUCATION
Schools Division Office of Biñan City
RECEIVED
APR 22 2022
04:55pm

21 Apr 2022

DIVISION MEMORANDUM

No. 124, s. 2022

MANAGEMENT COMMITTEE MEETING (MANCOM)

To : OIC - Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All Schoolheads

1. This Office hereby issues this Memorandum to formally announce the conduct of the **Management Committee Meeting (ManCom)** on **April 28, 2022, from 9:00 AM to 5:00 PM** at the **SDO Training Hall**.
2. The agenda of the meeting are following:
 - a. Updates on the implementation of the limited face-to-face classes
 - b. Quarter 4 activities
 - c. End-of-School Year Rites
 - d. Performance Evaluation
 - e. Election related concerns
 - f. Quality Management System (QMS)
 - g. Other matters
3. Each District shall prepare a 3-minute presentation of their activities/experiences relevant to the implementation of the Limited Face-to-Face classes.
4. Participants to this activity are SDO officials and personnel, and schoolheads.
4. Expenses incurred relative to this activity shall be charged against MOOE funds subject to the usual accounting and auditing rules and regulations.
5. Immediate and widest dissemination of this Memorandum is desired.


EDNA FAURA-AGUSTIN

Schools Division Superintendent

Encl: As stated
Reference: None

SGOD/PROPER / FRA / DM-Management Committee Meeting (ManCom)
/ 04/21/2022



Address: P. Burgos St., Brgy. Sto. Domingo, Biñan City, Laguna
Telephone Nos.: 511-4143/511-8620/511-4191/511-8746
Email Address: deped.binancity@deped.gov.ph
Website: depedbinan.com

PROGRAM FLOW

ACTIVITY	CONCERNED PERSON
Preliminaries	
Roll Call	Donna Jane M. Alfonzo EPS II - ALS
Opening Remarks	Edenia O. Libranda Chief Education Supervisor OIC-Office of the Assistant Superintendent
Superintendent Hour	Edna Faura-Agustin Schools Division Superintendent
Quarter 4 Activities and End-of-School Year Rites	Mary Ann L. Tatlongmaria, EdD. Chief - CID
Learning Resources Issues, Concerns and Updates	Evelyn P. De Castro Education Program Supervisor LRM
Lunch Break	
Updates on the Implementation of the Limited face-to-face Performance Evaluation	Public Schools District Supervisors District 1 – District 11
	Edenia O. Libranda Chief Education Supervisor OIC-Office of the Assistant Superintendent
Election Matters	Ariel M. Cabantog Administrative Officer V
QMS Matters	Gertrude A. Anunciacion, PhD Quality Management Representative
Open Forum	
Awarding of Safety Seal and Compliance	Bayani V. Enriquez, EdD Chief - SGOD
Closing Remarks	Ariel M. Cabantog Administrative Officer V
Moderator	Donna Jane M. Alfonzo EPS II - ALS
Minutes Taker	Marilyn E. Macababbad PDO II

