



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

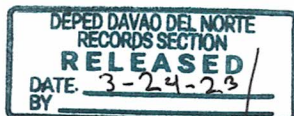
March 23, 2023

DIVISION MEMORANDUM  
DM 0117, s. 2023

**2<sup>nd</sup> JOINT DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING**

To: Assistant Schools Division Superintendent  
Chief Education Program Supervisor, CID  
Chief Education Program Supervisor, SGOD  
Public Schools District Supervisors  
School Heads  
Division Section Heads  
All others concerned

1. You are hereby advised to attend the 2<sup>nd</sup> Joint Division Management Committee Meeting on March 29, 2023, at Molave Hotel, Tagum City.
2. All participants to the said ManCom Meeting shall be at the venue before 8:00 o'clock in the morning.
3. A registration fee of Eight Hundred Pesos (Php 800.00) for each participant which will cover the cost of lease of venue, travel and other incidental expense shall be charged against School MOOE for school-based personnel and Division MOOE for the division-based personnel subject to the usual accounting rules and regulations.
4. The payment of the registration fee by the School Head shall be issued to MOLAVE HOTEL CORP in the amount of Php 750.00, net of tax. It is highly encouraged that all payments shall be collected and facilitated by the Administrative Assistant of each District.
5. In participating in the different DepEd Programs, Projects, and Activities (PPAs), the Equal Opportunities Principle (EOP) and strict safety and health protocols shall be observed at all times.
6. Immediate dissemination of this memorandum is desired.



SGOD/gpt

  
**REBECCA C. SAGOT**  
Assistant Schools Division Superintendent

Page 1 of 14



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