



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**DIVISION OF AKLAN**  
Arch. Reyes St., Kalibo, Aklan



April 8, 2019

**DIVISION MEMORANDUM**  
No. 116, s. 2019

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

To: **Chief Education Supervisors**  
**Education Program Supervisors**  
**Public Schools District Supervisors**  
**Senior/Education Program Specialists**  
**Heads of Public and Private Elementary, Secondary and**  
**Integrated School Heads**  
**Other Division Personnel**  
**All Others Concerned**

1. This is to inform all concerned that the **2<sup>nd</sup> Division Management Committee Meeting (MANCOM)** will be held on the following schedule:

<b>Participants</b>	<b>Date</b>	<b>Venue</b>
Chiefs, EPSs, PSDSs, S/EPSt, Public Secondary School Heads, Unit/Section Heads, Other Division Office Personnel Concerned	April 15, 2019 8:00 AM – 12:00 PM	ASU-CIT Cafeteria, Kalibo, Aklan
Chiefs, EPSs, PSDSs, S/EPSt, Private Elementary and Secondary School Heads, Unit/Section Heads, Other Division Office Personnel Concerned	April 15, 2019 1:00 PM – 5:00 PM	ASJ Hall, DepED-Division Office
Chiefs, EPSs, PSDSs, S/EPSt, Public Elementary School Heads – Eastern Side, Unit/Section Heads, Other Division Office Personnel Concerned	April 16, 2019 8:00 AM – 12:00 PM	ASU-CIT Cafeteria, Kalibo, Aklan
Chiefs, EPSs, PSDSs, S/EPSt, Public Elementary School Heads – Western Side, Unit/Section Heads, Other Division Office Personnel Concerned	April 16, 2019 1:00 PM – 5:00 PM	ASU-CIT Cafeteria, Kalibo, Aklan

*"May katawhayan ag kalipayan sa among mga escuelahan."*

2. One selected school head, together with his/her teachers and stakeholders, will present a one-hour actual conduct of School Monitoring, Evaluation and Adjustment (SMEA) during the ManCom Meeting for public schools only.
3. Travel and other expenses related to this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. Immediate and wide dissemination of this memorandum is desired.

  
Dr. SALVADOR O. OCHAVO, Jr., CESO VI  
Schools Division Superintendent 

JRN/srb

*"May katawhayan ag kalipayan sa among mga escuelaan."*