



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

January 3, 2023

DIVISIONAL MEMORANDUM

No. 001, s. 2023

**1ST DIVISION MANAGEMENT COMMITTEE (MANCOM) VIDEO CONFERENCE
FOR CALENDAR YEAR 2023**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (SGOD and CID)
Public Elementary and Secondary School Heads/Department Heads
Concerned Personnel
This Division

1. This Office shall conduct the 1st Division Management Committee (MANCOM) Video Conference for Calendar Year 2023 on January 3, 2022 at 1:30 p.m. through Zoom platform using this link, <https://up-edu.zoom.us/j/95493990485> with meeting ID: 954 9399 0485 and passcode: 59850622.
2. The participants of this video conference are all the members of the Management Committee (ManCom) Family, namely: Assistant Schools Division Superintendent, Division Chiefs, Education Program Supervisors, Public Schools District Supervisors, Medical Officer III, Engineer III, Planning Officer III, Senior Education Program Specialists, Education Program Specialists, Project Development Officers, Attorney III, Accountant III, Administrative Officer V (Admin. Services and Budget), Administrative Officer IV (Cash, Records, Personnel and Supply), Information Technology Officer, Elementary and Secondary School Heads and Department Heads.
3. To ensure active participation to the video conference, participants are encouraged to prepare fully charged laptops and other related devices and make sure that stable internet connectivity is made available.
4. The members of the MANCOM Family are advised to log in at least 15 minutes before the start of the conference for the checking of attendance.
5. Enclosed is the indicative program of activities for guidance and reference.



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
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ASENSO OZAMIZ!



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6. Immediate dissemination of this Memorandum to all concerned is highly enjoined.

JEAN G. VELOSO 
Schools Division Superintendent

Encl.: As Stated
To be indicated in the Perpetual Index
under the following subjects:

MANAGEMENT

COMMITTEE

MEETING

SBC/DM

___/January 3, 2023. 1st Division Management Video Conference
for the Calendar Year 2023



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**1ST DIVISION MANAGEMENT COMMITTEE VIDEO CONFERENCE
FOR CALENDAR YEAR 2023**

January 3, 2022 @1:30 p.m.

<https://up-edu.zoom.us/j/95493990485>

Meeting ID: 954 9399 0485 and Passcode: 59850622

Time	Activity	In-charge
1:00 p.m. - 1:30 p.m. (30 minutes)	PRELIMINARIES Opening Program	Federico B. Araniego <i>EPS-I (English)</i> Program Host
1:30 p.m. – 2:00 p.m. (30 minutes)	<ul style="list-style-type: none">• Prayer• National Anthem• Roll Call/Acknowledgement of Participants• Call to Order• Reading and Approval of the Previous Minutes (<i>6th Division MANCOM Video Conference for CY 2022</i>)• Business Arising from the Previous Minutes of the Meeting• Presentation and Approval of the Agenda for the 1st Division Management Video Conference for CY 2023• MANCOM Meeting Proper	Dorothy Joy B. Yting <i>Administrative Officer V-Admin. Services</i> Jean G. Veloso <i>Schools Division Supt.</i> Anthony P. Marollano <i>SGOD Secretariat</i> Jean G. Veloso <i>Schools Division Supt.</i>
2:00 p.m.- 2:20 p.m. (20 minutes)	A. School Governance and Operations Division (SGOD) <ul style="list-style-type: none">• Safe Return to School	Susan Epifania B. Carpio <i>SGOD, Chief-ES</i>



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2:20 p.m. - 2:40 p.m. (20 minutes)	B. Curriculum Implementation Division (CID) <ul style="list-style-type: none">Grade 12 National Achievement Test (NAT)	Anacleta A. Gacasan <i>CID, Chief-ES</i>
2:40 p.m. - 3:10 p.m. (30 minutes)	C. Asst. Schools Division Superintendent's Time <ul style="list-style-type: none">DepEd Order No. 37, s. 2022 (Guidelines on the Cancellation or Suspension of Classes and Work in Schools in the Event of Natural Disasters, Power Outages/Power Interruptions, and Other Calamities)	Myra P. Mebato <i>Asst. Schools Division Supt.</i>
3:10 p.m. - 3:20 p.m. (10 minutes)	HEALTH BREAK	
3:20 p.m. - 4:00 p.m. (40 minutes)	D. Office of the Schools Division Superintendent 1. Schools Division Superintendent's Time	Jean G. Veloso <i>Schools Division Supt.</i>
4:00 p.m. - 4:50 p.m. (50 minutes)	OPEN FORUM	
4:50 p.m. - 5:00 p.m. (10 minutes)	Acknowledgment Adjournment Closing Prayer Singing of Pilipinas Kong Mahal	



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