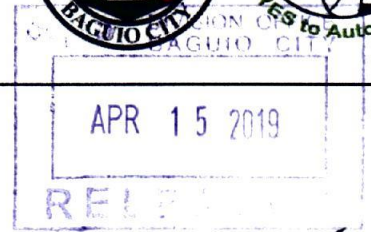




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



SCHOOLS DIVISION MEMORANDUM

No. 183 s. 2019

MANAGEMENT COMMITTEE MEETING

To : **All Division Chiefs
Unit/Section Heads
All Other Concerned**

1. There shall be a Management Committee Meeting on **April 23-24, 2019 at the SDO Conference Hall** .

2. The participants are the Division ManCom Members and selected participants

SDS and ASDS	2
Division Chiefs	2
Unit/Section Heads (OSDS, CID, CID)	16
PSDS and EPS (CID and SGOD)	17
Secretariat	2
TOTAL	39

3. Attached is the Matrix of Activities for your guidance.

4. Lunch and snacks (am and pm) shall be served charged to local funds and subject to the usual accounting and auditing rules and regulations.

5. For strict compliance and immediate dissemination


FEDERICO P. MARTIN, Ed.D., CESO VI
Schools Division Superintendent

AGENDA ITEM	Office in Charge	Presentation	EXPECTED OUTPUT
a. Roll Call	ManCom Secretariat		
b. Reading of Minutes of the previous meeting	ManCom Secretariat		
c. Issues and Concerns			
i. Strategic Planning	<p>SDS</p> <p>SMME</p> <p>Planning and Research</p>	<p>1. <i>Evaluation of 2018 SDO-OPCRF</i></p> <p>2. <i>2019 SDO-OPCRF (Targets)</i></p> <p>3. <i>Evaluation of 2016-2019 DEDP</i></p> <p>4. <i>DEDP 2019-2024</i></p>	<p>Gaps identified and actions to be taken</p> <p>All targets of all Divisions/Units/Sections aligned with the SDO 2019 OPCRF</p> <p>Findings and recommendations presented</p> <p>Updates on the DEDP 2019-2024 and participants inputs</p>
ii. Financial Management	Budget and HRD	<p><i>HRTD Fund (additional) vis-à-vis HRTD Plan</i></p> <p><i>Status of Allotments and Obligations vis-à-vis WFP 2019</i></p> <p><i>Updates</i></p>	<p>Supplemental WFP, PPMIP and APP</p> <p>Amended WFP, PPMIP, APP</p>
	Accounting	<p><i>Status of Disbursements of Obligations Incurred</i></p> <p><i>Updates</i></p>	
iii. Human Resource Management	Administrative	<p><i>Reorganization of Division Committees</i></p> <p><i>Updates</i></p>	Terms of Reference based on legal issuances
iv. Curriculum Instructional Management	CID	<p><i>Updates, Issues and Concerns</i></p>	
v. Schools Governance Operations	SGOD	<p><i>Updates, Issues and Concerns</i></p>	
	SMME	<p><i>Wrap up and evaluation of ManCom proceedings</i></p>	