



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

Office of the Superintendent
Division Memorandum No. 182, s. 2020

April 15, 2020

2nd DIVISION MANAGEMENT COMMITTEE (MANCOM) TELECONFERENCE

TO: MANAGEMENT CORE MEMBERS
COVID TASK FORCE CHAIRPERSONS
ALL OTHERS CONCERNED

1. This office announces the conduct of the 2nd Division Management Committee Teleconference on April 17, 2020 at 9:00 in the morning.
2. The participants are:
 - a. SDS
 - b. ASDS
 - c. CID Chief
 - d. SGOD EPS
 - e. OSDS Units Heads (Accountant, Budget Officer, ITO, AO V, Legal Officer)
 - f. COVID Task Force Chairpersons
 - g. School Heads (Brenda M. Cariño , Whitney A. Dawayen, Castro Canuto, Jackson T. Cayaos, Procerfina Estacio, Joseph A. Estigoy, Danilo P. Gayao, Ellen Grande, Esther K. Lilit, Niño Tibangay

3. The agenda are:

1. Discussions of Issues and Concerns	a. School Heads Representative b. CID Chief c. SGOD EPS d. OSDS Unit Heads	10 mins. each
2. Feedback on major accomplishment reports (April 13-16) and work plans (April 20-24, 2020)	e. SDS/ASDS	5 mins
3. Reports from the COVID19 Task Force Chairpersons (limit to Covid-related reports)	a. Planning Committee b. Partnership and Linkages Committee c. Communication Committee d. Logistics Committee e. Human Resource Committee f. Health and Nutrition Committee g. Monitoring and Evaluation Committee h. Education Continuity Committee i. Physical Facilities Committee	5 mins. each
4. SDS Announcement		

4. All presentations including accomplishment reports (April 13-16) and work plans (April 20-24, 2020) will be emailed to donjose.tolentino@deped.gov.ph on April 16, 2020 (Thursday).
5. For information, guidance and compliance.


MARIE CAROLYN B. VERANO, CESO V
School Division Superintendent