



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF ABRA

**RELEASED**  
04 SEP 2023  
DEPED-ABRA TIME 3:42

4 September 2023

DIVISION MEMORANDUM  
No. 350 s. 2023

**SCHOOLS DIVISION HOSTING OF THE FOURTH (4<sup>th</sup>) REGULAR REGIONAL  
MANAGEMENT COMMITTEE AND 3<sup>rd</sup> QUARTER KAPIHAN SA DEPED  
CORDILLERA (PRESS CONFERENCE)**

To: **Assistant Schools Division Superintendent**  
**Chief ES, Curriculum Implementation Division (CID)**  
**Chief ES, School Governance and Operations Division (SGOD)**  
**AO V (Administrative Services and Finance Services)**  
**All Elementary and Secondary School Heads**  
**All other Concerned**

1. This is to inform all concerned of the two important activities that this Schools Division will be hosting. These are the conduct **Fourth Regional Management Committee and DepEd Kapihan sa Cordillera** on September 13-15, 2023 at a venue to be announced later.
2. The arrival of the participants of the Fourth Regular Regional ManCom will be on September 13; the ManCom and arrival of other participants for the *Kapihan* is scheduled on September 14 and the DepEd Kapihan will be conducted on September 15, 2023.
3. Cognizant to this, the office releases the attached working committees in-charge before, during, and after the said events. Chairpersons and members are advised to discharge efficiently their duties when their services are needed.
4. Working committee members who will participate on September 14, 2023, shall wear the DepEd institutional Thursday uniform, and on September 15, 2023, they shall wear any yellow polo shirt plus the Teachers Congress *chaleco* vest.
5. One of the highlights of the activity will be the school visitation and benchmarking of schools.
6. Relative to the above, all schools concerned in a particular district are enjoined to extend their utmost participation and involvement in whatever form of support for the identified schools. The school head/s concerned shall coordinate with the Schools Division Office regarding this matter.
7. The list of working committee members, opening program and program of activities are attached in enclosure 1, 2, and 3 respectively.



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8. Expenses relative to the conduct of the said hosting, such as meals, hiring of transportation during the school visits, venue, room accommodation, supplies, and other incidental expenses, and meetings shall be charged against the downloaded Regional Fund, Division while other incidental expenses of SDO and school participants shall be charged against their local funds subject to the existing budgeting, procurement, accounting and auditing rules and regulations.
8. For information, guidance, and compliance of all concerned.

  
**AMADOR D. GARCIA, SR. PhD CESO VI**  
*Schools Division Superintendent*

*JMG*

Enc./s: As stated  
Reference: Regional Memorandum No. 480 s. 2023  
DCC-SGOD



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**Annex 1. Working Committees of the 4<sup>th</sup> Regular Regional Management Committee Meeting and 3<sup>rd</sup> Kapihan sa DepEd Cordillera (Press Conference)**

**Overall Chairpersons:**

Amador D. Garcia PhD, CESO VI, Schools Division Superintendent  
 Samuel T. Egsaen Jr. EdD, Assistant Schools Division Superintendent  
 Ronald T. Marquez PhD, Chief ES, SGOD  
 Hedwig M. Belmes CID Chief ES, CID

Venue: To be announced later

Date: September 13 - Arrival of the participants of the ManCom  
 September 14 - 4<sup>th</sup> Regular Regional Management Committee  
 Arrival of other participants for the DepEd Kapihan  
 September 15 - DepEd Kapihan sa Cordillera

Area	Chairpersons	Co-Chairpersons	Members	Date
A. Stage Decoration/ Physical Set-up/ Decoration/Tarpaulin Tables with installed microphones/Table skirting	Bernard Beronilla	Narciso Cannaoy, EdD Fernandina Lagundino	All SDO Utility Workers  Five (5) teachers of NANHS	9/13- 14/2023
B. Sound System/ Wi-Fi/Internet connection		Marlou Borja	Gryan Lyle Navarro  Rynwalter Paa  Marlowe Gallardo  Edwin Benabese  Franz Kevin RJ Palos	9/13- 15/2023
Invitation/ Letters/Request Approval for the Venue		Lorna Llaneza, EdD	Darren Carino  Bless Maricar Ramos	8/29/23 onwards
Protocol Officers/Usherette/Ushers	To be announced by Chief Hedwig M. Belmes			



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Procurement/ Proponent/ Lodging/ Leis/ Tokens	Elmer Batondo Celia Bolante Janet Pascua Merly Bargas Gemma Cabutaje Ma. Lourdes Centeno Wilma Pacapac			8/29/23 onwards
Secretariat Reproduction of Invitation, programs, attendance, certificate of appearances, certificate, or plaque of appreciation	Rhoda Asencio, PhD Eden Adriatico Ollyjoy Sulian Meldie Damian Angelita Bunang Jestoni Balneg Ma. Celeste Danica Cabarrubias Micheela Alcantara			8/29/23 onwards
Transportation/ shuttle cars	Florencio Rifareal Ronilo Garcia, EdD Engr. Jolly Ducayan Leo De Guzman Rainy Roy Billedo			9/13- 15/2023
Security	Philippine National Police			9/14- 15/2023
Health and Safety	Apolinar Turqueza MD	Criselda Palos  Estrelita Seares  Janssen Basil Damian	Hazel Magnolia Rosal  Clarissa Beloy  Karren Marie Paganao	9/13- 15/2023
Entertainment during the ManCom Lunchbreak	Joel Tollas Bernardino Lazo			9/14/2023



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**Annex 2. Opening Program**

September 14, 2023

Venue: To be announced later

<b>Pambansang Awit</b>	Marc Ysrael B. Bernos MNHS Teachers
<b>Doxology</b>	Emma C. Segundo <i>Principal I, Dilong National High School</i>
<b>Cordillera Hymn</b>	Marc Ysrael B. Bernos MNHS Teachers
<b>Abra March</b>	Marc Ysrael B. Bernos MNHS Teachers
<b>DepED Quality Policy Statement</b>	Audio-Visual Presentation
<b>Welcome Remarks</b>	Amador D. Garcia, Sr. PhD CESO VI <i>Schools Division Superintendent</i> Hon. Mila A. Valera <i>Mayor, Municipality of Bangued</i>
<b>Presentation of Participants</b>	ASDS Samuel T. Egsaen, EdD <i>Assistant Schools Division Superintendent</i>
<b>Statement of Objectives of the ManCom</b>	Ronald B. Castillo, CESO V <i>Assistant Regional Director</i>
<b>Special Number</b>	Lapaz Integrated School Learners
<b>Messages</b>	Hon. Menchie B. Bernos <i>Congresswoman, Lone District of Abra</i>  Hon. Dominic B. Valera <i>Governor, Province of Abra</i>  Hon. Maria Jocelyn Valera Bernos <i>Vice Governor, Province of Abra</i>
<b>Message</b>	Estela L. Cariño, EdD CESO III <i>Regional Director</i>
<b>Presentation</b>	Luba-Tubo District Teachers
<b>Master of Ceremonies</b>	Eugene P. Millare, EdD <i>Principal II, Tayum Central School</i>  Mary Hazel B. Ballena, EdD <i>Principal II, Pagala West Elementary School</i>



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**Annex 3. Program of Activities (Reference: RM No. 480 s. 2023)**

Day 1 - September 13, 2023		
1:00 - 6:00PM	Arrival	c/o SDO Abra
6:00- 7:00 PM	Dinner	c/o SDO Abra
Day 2 - September 14, 2023		
8:00 - 8:15 AM	<b>MANCOM Meeting Preliminaries</b> Prayer DepEd Quality Policy Statement Attendance Check	c/o Secretariat
8:15 - 8:30 AM	<b>Opening Message</b>	Estela P. Leon-Cariño EdD, CESO III <i>Regional Director</i>
8:30 - 8:35 AM	<b>Declaration of Quorum and Call to Order</b>	
8:35 - 8:50 AM	<b>Review, Reading and Approval of the minutes of previous meeting</b>	Clemente D. Bandao <i>EPS, OIC-PPRD</i>
8:50 - 9:00 AM	<b>Presentation of the 1<sup>st</sup> ManCom Agenda</b>	Ronald B. Castillo, CESO V <i>Assistant Regional Director</i>
9:00 - 10:00 AM	<b>SDO updates</b> - Beginning of School Year Report - Enrolment - National Learning Camp - Readiness as to Resources	SDO Abra
10:00 - 10:15 AM	Health Break	
10:15 - 12:00nn	Continuation of SDO Updates	SDO Apayao SDO Baguio City SDO Benguet
12:00nn-1:00PM	Lunch Break	
1:00 - 3:00 PM	Continuation of SDO Updates	SDO Ifugao SDO Kalinga SDO Mountain Province SDO Tabuk City
3:00 - 3:15 PM	Health Break	
3:15 - 6:00 PM	Regional Office Functional Division Updates	All FDs
6:00 - 7:00 PM	Regional Director's Hour	Estela P. Leon-Cariño EdD, CESO III <i>Regional Director</i>
7:00 pm onwards	Dinner	
Day 3 - September 15, 2023		
8:00 - 12:00 NN	DepED Kapihan	c/o PAU
12:00 - 1:00 PM	Lunch Break	
1:00 onwards	Departure	



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