



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OFFICE OF ABRA

RELEASED
 07 AUG 2024
 DEPED-ABRA TIME 3:10

August 7, 2024

DIVISION MEMORANDUM

No. 347 s. 2024

THIRD REGULAR DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING

To: Assistant Schools Division Superintendent
 Chief Education Supervisor
 Education Program Supervisor
 Public Schools District Supervisor
 Senior Education Program Specialist
 Education Program Specialist II
 Unit/ Section Heads
 All Elementary and Secondary School Heads
 All Others Concerned

1. Pursuant to Republic Act No. 9155, commonly referred to as the Governance of Basic Education Act of 2001, the Schools Division of Abra, acting through the Office of the Schools Division Superintendent, has initiated the convening of the regular Division Management Committee meeting. This meeting is scheduled to be held at a venue to be announced at a later date, on August 23, 2024, commencing at 7:30 am.
2. This activity aims to:
 - 2.1 update school heads with the programs, projects, and activities of the Schools Division of Abra
 - 2.2 address problems, issues, and concerns of schools, and
 - 2.3 establish a regular interface with the school heads on updates from the CID, SGOD, OSDS, Office of the ASDS, and SDS.
3. The venue to be announced later subject to the result of procurement process.
4. The agenda to be discussed is as follows:

TIME	TOPIC/ ACTIVITY	LEARNING FACILITATOR/S
7:30 - 8:00 AM	Registration	Secretariat
8:00 - 8:30 AM	MANCOM Meeting Preliminaries Prayer National Anthem DepEd- Quality Policy Statement Attendance Check	Secretariat
8:30 - 8:50 AM	Welcome Message	Amador D. Garcia Sr. PhD, CESO VI SDS
	Opening Message & Declaration of Quorum and Call to Order	Christopher C. Benigno PhD, EdD, CESO VI ASDS



Address: Actividad-Economia St., Zone 2(Consiliman), Bangued, Abra
 Telephone Nos.: 074) 614-6918
 Email Address: abra@deped.gov.ph
 Website: <http://www.depedabra.com>
 "Sustain Integrity, Lead, and Nurture Abrenios for Greater accomplishment."



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OFFICE OF ABRA

8:50 - 9:05 AM	Review, Reading and Approval of the minutes of previous meeting	Christopher C. Benigno PhD, EdD, CESO VI ASDS
9:05 - 9:15 AM	Presentation of the 3 rd Regular ManCom Agenda	Christopher C. Benigno PhD, EdD, CESO VI ASDS
9:15 - 9:45 AM	<p>TOPICS</p> <ol style="list-style-type: none"> MATATAG implementation and updates on the conduct of SBTT, NLC, HOT-PLPS, production and reproduction of LRs for K G147 including the status of PPAs procurement and obligation Readiness of schools for ADM and training adjustments. <ul style="list-style-type: none"> ➤ year-end reports ➤ conduct of classroom observation and TRF ➤ National Learning Camps ➤ Assessment Results and Reading Programs ➤ Conduct of MATATAG training ➤ Instructional Programs accomplishment based on EPSs and PSDSs monitoring and assessment. 	Hedwig M. Belmes CES – CID
9:45 - 10:15 AM	<ol style="list-style-type: none"> SGOD issues, concerns, and updates on PPAs implementation geared towards a smooth and orderly governance and operations of schools to include the following: <ul style="list-style-type: none"> ➤ Brigada Eskwela ➤ Public Service Continuity Plan (PSCP) ➤ Contingency Plan ➤ School Based Feeding Program ➤ Updated DAIP ➤ WFP ➤ Planning and Research: Conduct of Research, BERF compliance, Research Conference, BEIS compliance, PMIS, LIS, NSBI, SGC, DPDS and other system Generated reporting ➤ Status of procurement and obligation of SGOD PPAs ➤ Oplan Balik Eskwela, Monitoring and Monitoring Tool. ➤ Updates on RPMS/OPCRF and IPCRF and SDO actions to be taken 	Ronald T. Marquez PhD CES – SGOD
10:15-10:30 AM	Health Break	
10:30-10:50 AM	<ol style="list-style-type: none"> Finance Unit <ul style="list-style-type: none"> ➤ Financial Updates ➤ Updates on the release of Teaching allowances, Processing of travelling expenses for DTOT, SBTT, NLC and all funds downloaded to schools. ➤ Budget Utilization ➤ Other budget and financial concerns. 	Celia S. Bolante CPA Accountant III Elmer V. Batondo Administrative Officer V



Address: Actividad-Economia St., Zone 2(Consiliman), Bangued, Abra
 Telephone Nos.: 074) 614-6918
 Email Address: abra@deped.gov.ph
 Website: <http://www.depedabra.com>
 Sustain Integrity, Lead, and Nurture Abrenios for Greater accomplishment.



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OFFICE OF ABRA

10:50-11:00 AM	5. Legal Unit ✓ Legal Matters and updates on School Titling. ✓ Status Report for Macarcarmay ES, Bangued North ES, Calaba ES, Tuquib IS and Tangadan ES ✓ Non compliance of schools in DM 272 s. 2024 for the submission of original school ownership documents to DO. ✓ Reiteration on the submission of requirements for the withdrawal of Special Patents to RoD	Atty. Aileen Joy C. Fuentes Attorney III
11:00-11:10 AM	6. ICT ✓ ICT integration and infrastructure project implementation ✓ Status Report on Delivery of DCP Packages to schools, concerns and needs.	Marlou B. Borja Information Technology Officer
11:10-11:40 AM	7. Personnel Unit ✓ Personnel Administration updates, issues, and concerns ✓ DO 5 s. 2024, DO 2 s. 2024 ✓ HRMPSB updates and concerns, Status of Filling up of New Items (Teaching and Non-Teaching), natural vacancies, deployment and transfer. ✓ Status and delivery of School Furniture and redistribution of excess/extra to other schools (Supply unit)	Janet B. Pascua Administrative Officer V Merty B. Bargas Supply Officer Gemma Cabutaje Administrative Officer IV
11:40 - 11:50 AM	8. Engineering Unit Status, condition and updates of school building projects (Procured, on-going, completed, delayed/suspended/extended – DepEd, DPWH) and other physical facilities projects	Engr. Jolly A. Dacuyan Engineer III
11:50 - 12:00 AM	9. DRRM Report on typhoon damages and updates on TLS, DRRM plans and activities.	Florencio B. Rifareal PDO II
12:00 nn - 1:00 PM	Lunch Break	
1:00 - 2:00 PM	ASDS Report	Christopher C. Benigno PhD, EdD, CESO VI
2:00 - 4:00 PM	SDS Hour	Amador D. Garcia Sr., PhD, CESO VI
4:00 - 5:00 PM	Closing	

- Participants to this are as follows: SDS (1) ASDS (1), EPS (11), PSDS (10), SEPS (4), EPS II (3), all School Heads, TIC/ OICs, and Head Teacher who are School Heads of both elementary and secondary schools and support staffs. The dress code will be semi-formal attire.
- Meals, snacks, and other incidental expenses associated with the aforementioned activity shall be charged to local funds, in compliance with the current rules and regulations set forth by the Commission on Audit (COA).




Address: Actividad-Economia St., Zone 2(Consiliman), Bangued, Abra
 Telephone Nos.: 074) 614-6918
 Email Address: abra@deped.gov.ph
 Website: <http://www.depedabra.com>
 Sustain Integrity, Lead, and Nurture Abrenios for Greater accomplishment.



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA

7. Presenters/Reporters are advised to provide accurate reliable data and should submit presentations with a maximum of 20 slidedecks on or before August 20, 2024 to the Secretariat's email (micheella.alcantara@deped.gov.ph) using this template in the link: https://depedph-my.sharepoint.com/:p:/g/personal/micheella_alcantara_deped_gov_ph/EaDY_61XKPhFnih_2QFY-1EBEgZBgtvGgrLJKj8EP3ichQ?e=fGPaRj
8. For any queries or concerns you may contact the secretariat on this cellphone number 0936-101-8724.
9. Immediate and widest dissemination of this memorandum is earnestly desired.


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



Address: Actividad-Economia St., Zone 2(Consiliman), Bangued, Abra
Telephone Nos.: 074) 614-6918
Email Address: abra@deped.gov.ph
Website: <http://www.depedabra.com>
Sustain Integrity, Lead, and Nurture Abrenios for Greater accomplishment.