



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF IMUS CITY

17 APR 2026

DIVISION MEMORANDUM

No. 203, s. 2026

**2nd DIVISION MANAGEMENT COMMITTEE MEETING
(MANCOM)**

To: OIC- Assistant Schools Division Superintendent
OIC- CID Chief Education Supervisor
OIC- SGOD Chief Education Supervisor
School Heads (Public Schools)
All Others Concerned

1. The 2nd Division Management Committee Meeting (ManCom) for CY 2026 is scheduled on April 20, 2026, from 8:00 AM – 5:00 PM, at **Imus Pilot Elementary School New Conference Hall**, Nueno Avenue Imus City, Cavite. The meeting will be hosted by the South Cluster.

2. The agenda covers the following:

- 2.1 Status of action arising from the previous ManCom meeting;
- 2.2 Schools Division Superintendent's Hour;
- 2.3 Updates on various DepEd Memoranda;
- 2.4 CID Accomplishment Reports/Announcements/Reminders;
- 2.5 SGOD Accomplishment Reports/Announcements/Reminders;
- 2.6 OSDS Accomplishment Reports/Announcements/Reminders; and
- 2.7 Issues, concerns, and other matters.

3. The meeting participants are as follows:

- 3.1 Schools Division Superintendent;
- 3.2 Assistant Schools Division Superintendent;
- 3.3 Division Chiefs;
- 3.4 Education Program Supervisors;
- 3.5 Planning Officer;
- 3.6 Senior Education Program Specialists;
- 3.7 Education Program Specialists;
- 3.8 Program Development Officers;
- 3.9 OSDS Unit and Section Heads;
- 3.10 Cluster Heads; and
- 3.11 School Heads/OICs/TICs.



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4. Travelling and other allowable expenses are chargeable to local funds, subject to the usual accounting procedures and auditing rules.
5. For inquiries, please contact Mr. Ronnie B. Yohan, Administrative Officer V, at 419-8450 local 206.
6. For guidance and immediate dissemination.



Digitally signed by
Lito A. Palomar
Date: 2026.04.16
Time: 18:50:58 +08:00

LITO A. PALOMAR

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent




Encl.: None
Reference: None

To be indicated in the Perpetual Index
under the following subject:



MEETINGS

asu/rby/mancom 

**2ND DIVISION MANAGEMENT COMMITTEE MEETING
PROGRAM OF ACTIVITIES**

PRELIMINARIES	
Opening Prayer	AVP
National Anthem	AVP
Recitation of the DepEd Quality Policy	AVP
Opening/ Welcome Remarks <ul style="list-style-type: none"> • Statement of Purpose 	GLENDA D.S. CATADMAN OIC- Asst. Schools Division Superintendent
Inspirational Message	LITO A. PALOMAR OIC – Schools Division Superintendent
MANAGEMENT COMMITTEE PROPER <i>(to be presided by the ASDS)</i>	
Roll Call	RONNIE B. YOHAN Administrative Officer V
Call to Order	LITO A. PALOMAR OIC – Schools Division Superintendent
Status of Action Items from Previous Meeting	GLENDA D.S. CATADMAN OIC- Asst. Schools Division Superintendent
Presentation of the Provisional Agenda	GLENDA D.S. CATADMAN OIC- Asst. Schools Division Superintendent
Approval of the Provisional Agenda	LITO A. PALOMAR OIC – Schools Division Superintendent
Unit Reports and Discussions <ul style="list-style-type: none"> • Office of the Schools Division Superintendent (OSDS) • Office of the Assistant Schools Division Superintendent (OASDS) 	<ul style="list-style-type: none"> • LITO A. PALOMAR OIC – Schools Division Superintendent • GLENDA D.S. CATADMAN, OIC- Asst. Schools Division Superintendent

<ul style="list-style-type: none"> • Administrative Services Unit (ASU) • Budget and Finance Division • Legal Unit • ICT Unit • Curriculum Implementation Division (CID) • School Governance and Operations Division (SGOD) 	<ul style="list-style-type: none"> • RONNIE B. YOHAN, Administrative Officer V • JONA B. RAMOS, Budget Office • PRECILLA E. CUSTODIO, Accountant • ATTY. MARIO T. TAMONDONG, Attorney III • NAAMAH C. MAMBALOS, OIC – ICT • MARCIANO V. VALLES, OIC- CID Chief • IVAN HONORPETTE A. MIJARES, OIC – SGOD Chief
Superintendent’s Hour	<p>LITO A. PALOMAR</p> <p>OIC – Schools Division Superintendent</p>
Adjournment	

Master of Ceremonies