



Republic of the Philippines
Department of Education
 Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY

March 7, 2025

DIVISION MEMORANDUM
 No. 209, s. 2025

1st DIVISION MANAGEMENT COMMITTEE CALENDAR YEAR 2025

TO: Assistant Schools Division Superintendent
 SGOD and CID Chiefs
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 Section and Unit Heads
 All Others Concerned

1. This office announces the conduct of the 1st Division Management Committee Meeting for Calendar Year 2025 on March 20, 2025 with the theme: *“Education Reimagined: Embracing Future of Learning”*. The venue to be announced at a later date. This event will be hosted by Office of the Schools Division Superintendent and co-hosted by District Learning Center VI.
2. The agenda for the meeting will include:
 - a. Disseminate key information and updates relative to the implementation of DepEd programs, project and activities at the division and school level;
 - b. Assess the division and school performance in terms of budget utilization and disbursements;
 - c. End of School Year Rites for SY 2024-2025;
 - d. Other matters

3. The participants of this activity are the following:

Schools Division Office	Schools Division Superintendent	1
	Asst. Schools Division Superintendent	1
	SGOD and CID Chiefs	2
	Education Program Supervisors	11
	Unit and Section Heads	19
District Office	Public Schools District Supervisors	10
School	Elementary and Secondary School Heads	63
	Total	107

4. Participants must register online through this link <https://forms.gle/XuTnKwBC6tJeuyUb7> on or before March 11, 2025 and are advised to wear summer attire.

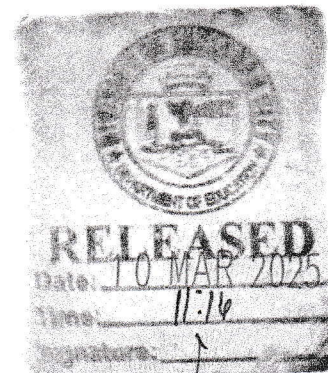




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5. A registration fee of Php One Thousand Pesos (P 1,000.00) payable to DepEd Tacloban City Division shall be collected from the participants charged to School/Local/MOOE funds subject to usual accounting, auditing and procurement rules and regulations. Collected amount shall defray expenses relative to the conduct of the 1st Division MANCOM that shall cover 2 meals and 2 snacks and other incidental expenses incurred.
6. For information, guidance and compliance of all concerned.


SHERLITA A. PALMA EdD, CESO VI
OIC-Schools Division Superintendent



Enclosure: None

Reference: None

To be indicated in the Perpetual Index under the following:

Management Committee
Assembly

Meetings
Policies

Program and Projects

OSDS/DLC VI/030725