



Republic of the Philippines  
 Department of Education  
**CORDILLERA ADMINISTRATIVE REGION**  
 Wangal, La Trinidad, Benguet

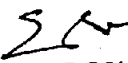


January 4, 2016

**ADVISORY**

RECEIVED  
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To : All Schools Division Superintendents  
 Regional Division Chiefs  
 Section/Unit Heads  
 All Concerned

From :   
**ELLEN B. DONATO, ED. D., CESO III**  
 Regional Director

SUBJECT : Turn over Ceremony between Outgoing ARD Estela L. Cariño and Incoming OIC-ARD Francis Cesar B. Bringas after the 8<sup>th</sup> Regular Regional Management Committee Meeting on January 6, 2016

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In view of the Memorandum dated December 18, 2015 and received by the Regional Office through email last December 31, 2015, RE: Designation of SDS FRANCIS CESAR B. BRINGAS as Officer-In-Charge, Office of the Assistant Regional Director, effective immediately, the turn-over ceremony will be conducted after the 8<sup>th</sup> Regular Regional Management Committee Meeting on January 6, 2015 to be held at Prince Plaza Hotel, Legarda Road, Baguio City. Please see attached program of activities.

For immediate dissemination and guidance.

Telephone Numbers:

Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-4227434



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8<sup>th</sup> Regular Regional Management Committee Meeting  
Venue: Prince Plaza Hotel, Legarda Road, Baguio City  
January 6, 2016

Program of Activities

Time	Particulars/Agenda	Person In-Charge
January 6, 2016		
8:00-8:30 AM	Arrival/billeting/Registration of participants	c/o Baguio City Division ManCom Secretariat
8:30-8:45A.M.	Opening Program	c/o Baguio City Division
<b>MANCOM PROPER</b>		
8:45-10:00 AM	<p><b>Start of the Meeting &amp; Call to Order</b></p> <p>*Review of the Minutes of the previous Meeting *Business arising from the previous meeting * Adoption of the proposed agenda:</p> <ol style="list-style-type: none"> <li>1. Preparatory activities for Regional Technolympics, Regional Schools Press Conference (RSPC) and CARAA to be hosted by Benguet, Ifugao and Baguio City respectively;</li> <li>2. Year-end Reports;</li> <li>3. Other matters</li> </ol>	<p>RD Ellen B. Donato Atty. Sebastian G. Tayaban</p> <p>Regional and Division Coordinators</p> <p>SDSs, Regional Division Chiefs / Unit Heads concerned</p>
10:00-10:15	<b>Health Break</b>	
10:15-11:15AM	<b>Director's Hour</b>	Ellen B. Donato, CESO III Regional Director
11:15-onwards	<p><b>Reports/Updates/Issues from the Regional Office</b></p> <ol style="list-style-type: none"> <li>1. Administrative Division</li> <li>2. Cur. &amp; Learning Mgt. Division</li> <li>3. Educ. Support Services Division</li> <li>4. Finance Division</li> <li>5. Field Tech'l Assistance Division</li> <li>6. Human Resource Dev't. Division</li> <li>7. Policy, Planning &amp; Research Division</li> <li>8. Quality Assurance Division</li> </ol>	c/o Division Chiefs (5 minutes reporting per Division)
	<b>Lunch Break</b>	
	<p>-Turn over Ceremony between outgoing ARD Estela L. Cariño and incoming OIC-ARD Francis Cesar B. Bringas</p> <p>-Dinner</p>	c/o Baguio City Division

\*working break until adjournment

\*Turn over Ceremony follows immediately after the ManCom Meeting

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