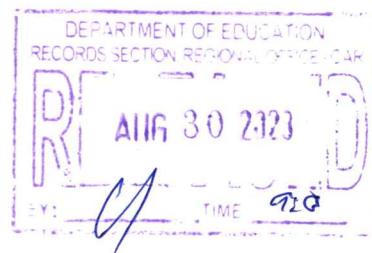




Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region



August 29, 2023

**REGIONAL MEMORANDUM**

No. 480 s. 2023

**FOURTH (4<sup>TH</sup>) REGULAR REGIONAL MANAGEMENT COMMITTEE  
 (ManCom) MEETING**

To: Assistant Regional Director  
 Schools Division Superintendent/ OIC  
 Assistant Schools Division Superintendent/ OIC  
 Regional Office Chiefs/ OIC  
 All Other Concerned

1. This is to inform the field of the conduct of the 4<sup>th</sup> Regular Regional ManCom Meeting on **September 13-15, 2023**, at the **Schools Division of Abra**.

2. The general objective of this meeting is to provide an avenue for the ManCom members to arrive at agreements as well as review the existing policies or formulate new policies applicable to the context in the Region.

3. Agenda are the following:

<b>PROPOSED AGENDA</b>	<b>DIVISION IN-CHARGE/FOCAL</b>
1. SDO updates - Beginning of School Year Report - Enrolment - National Learning Camp - Readiness as to Resources	ALL SDOs
2. Updates from RO Functional Divisions	All RO FDs
3. Regional Director's hour	RD Estela P. Leon-Cariño EdD, CESO III

4. The list of participants and tentative program of activities are attached in enclosure 1 and 2 respectively.

5. All ManCom members are required to attend this meeting. No proxies will be allowed. This memorandum shall serve as the Travel Authority for the attendees of this meeting.



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601  
 Telephone No: (074) 422 – 1318  
 Email Address: car@deped.gov.ph

6. Expenses relative to the conduct of this will be charged against Regional MOOE while other incidental expenses of SDO participants shall be charged against their local funds subject to the existing budgeting, procurement, accounting, auditing rules and regulations.

7. For information, guidance, and compliance of all concerned.

PPRD/GCD/Me1

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV/Regional Director 

**Composition of the Management Committee (ManCom)**

<b>NO</b>	<b>NAME</b>	<b>GENDER</b>	<b>POSITION/ DESIGNATION</b>	<b>DIVISION/OFFICE</b>
1.	Estela P. Leon-Cariño	F	RD	ORD
2.	Ronald B. Castillo	M	ARD	OARD
3.	Amador Garcia Sr.	M	SDS	SDO Abra
4.	Samuel T. Egsaen Jr	M	ASDS	SDO Abra
5.	Hedwig M. Belmes	F	CID Chief	SDO Abra
6.	Ronald Marquez	M	SGOD Chief	SDO Abra
7.	Irene S. Angway	F	SDS	SDO Apayao
8.	Soraya T. Faculo	F	SDS	SDO Baguio
9.	Christopher C. Benigno	M	ASDS	SDO Baguio
10.	Sally B. Ulallim	F	SDS	SDO Benguet
11.	Carmel F. Meris	F	OIC-ASDS	SDO Benguet
12.	Gloria B. Buya-ao	F	SDS	SDO Ifugao
13.	Pio D. Ecuán	M	OIC-ASDS	SDO Ifugao
14.	Natividad Bayubay	F	SDS	SDO Kalinga
15.	Ginadine L. Balagso	F	OIC-ASDS	SDO Kalinga
16.	Benilda M. Daytaca	F	SDS	SDO Mt. Province
17.	Virginia A. Batan	F	ASDS	SDO Mt. Province
18.	Benedicta B. Gamatero	F	SDS	SDO Tabuk City
19.	Maksim A. Botilas	M	CAO	Admin
20.	Jennifer P. Ande	F	CES	CLMD
21.	Georgina C. Ducayso	F	CES	ESSD
22.	Edgar H. Madlaing	M	CES	FTAD
23.	Rosita C. Agnasi	F	EPS	OIC-HRDD
24.	Ethielyn E. Taqued	F	CES	QAD
25.	Clemente D. Bandao	M	EPS	OIC-PPRD
26.	Cornelia D. Adaci-Dulnuan	F	SAO	Admin
27.	Cristina L. Paquit	F	SAO	Finance
28.	Cyrille Gaye B. Miranda	F	AO V	PAU
29.	Jennelyn Kitongan	F	Secretariat	PPRD
30.	Melandro L. Payang	M	Secretariat	PPRD
31.	Rushel A. Minong	F	Secretariat	PPRD

**Program of Activities**

<b>Day 1 – September 13, 2023</b>		
1:00 – 6:00PM	Arrival	c/o SDO Abra
6:00- 7:00 PM	Dinner	c/o SDO Abra
<b>Day 2 – September 14, 2023</b>		
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 Regional Director
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 EPS, OIC-PPRD
8:50 – 9:00 AM	<b>Presentation of the 1<sup>st</sup> ManCom Agenda</b>	Ronald B. Castillo, CESO V Assistant Regional Director
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	<b>Health Break</b>	
10:15 – 12:00nn	<b>Continuation of SDO Updates</b>	SDO Apayao SDO Baguio City SDO Benguet
12:00nn-1:00PM	<b>Lunch Break</b>	
1:00 – 3:00 PM	<b>Continuation of SDO Updates</b>	SDO Ifugao SDO Kalinga SDO Mountain Province SDO Tabuk City
3:00 – 3:15 PM	<b>Health Break</b>	
3:15 – 6:00 PM	<b>Regional Office Functional Division Updates</b>	All FDs
6:00 – 7:00 PM	<b>Regional Director’s Hour</b>	Estela P. Leon-Cariño EdD, CESO III Regional Director
7:00 pm onwards	<b>Dinner</b>	
<b>Day 3 – September 15, 2023</b>		
8:00 – 12:00 NN	<b>DepED Kapihan School Visit (Non-Kapihan Participants)</b>	c/o PAU c/o SDO Abra
12:00 – 1:00 PM	<b>Lunch Break</b>	
1:00 onwards	<b>Departure</b>	