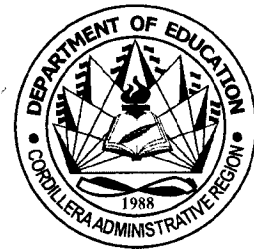




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



JUN 16 2016
PC

June 15, 2016

REGIONAL MEMORANDUM

No. 160-2016

6th REGULAR REGIONAL MANAGEMENT COMMITTEE MEETING

TO: Schools Division Superintendents
Assistant Schools Division Superintendents
Regional Office Division Chiefs
All Concerned

1. The 6th Regular Regional Management Committee Meeting will be conducted on June 28, 2016 at 8:30AM to be hosted by the Schools Division Office of Apayao. The venue shall be announced later.
2. Participants to this meeting are the following. Strictly NO PROXY. Failure of any identified participants to attend should need a strong acceptable justification from the SDS concerned.

No.	Regional Office	No.	Division Office	
1	OIC-RD Beatriz G. Torno, Ph.D., CESO IV	17	Abra Division	SDS Ronald B. Castillo
2	OIC-ARD Soraya T. Faculo	18		OIC-ASDS Aida L. Payang
3	Edgardo T. Alos – Chief, Admin	19	Apayao	OIC-SDS Amador D. Garcia
4	Sabado D. Oayet – OIC- CLMD /SHS Coordinator	20		OIC-ASDS Benedicta Gamatero
5	Agustin B. Gumuwang – Chief, ESSD	21		Designated Secretariat
6	Atty. Sebastian G. Tayaban- Chief, Finance	22	Baguio City	OIC-SDS Atty. Agustin P. Laban III
7	Elfredo C. Dalang – OIC- FTAD	23		Elma D. Donaal , SGOD Chief
8	Emilia Faustino –EPS, HRDD	24	Benguet	SDS Federico P. Martin
9	Pio D. Ecuán – Chief, PPRD	25		OIC-ASDS Nestor Bolayo
10	Lilia B. Goc-oban – OIC-Chief, QuAD	26	Ifugao	SDS Sally B. Ullalim
11	Eleonora A. Albidas – AO V, Personnel	27		OIC-ASDS Geraldine B. Gawi
12	Atty. Vanessa B. Flora – Attorney IV	28	Kalinga	SDS Marie Carolyn B. Verano
13	Georaloy I. Palao-ay- AO V, PAU	29		OIC-ASDS Alfonso S. Estolas
14	Jumar B. Yago-an, ITO	30	Mt. Province	OIC-SDS Gloria B. Buya-ao
15	Patricia K. Dumaguing – Secretariat	31		OIC-ASDS Benilda Daytaca
16	Daisy S. Polon-Eswat – Secretariat	32	Tabuk City	OIC-SDS Felipe Ballitoc
		33		OIC-ASDS Irene Angway

Telephone Numbers:

Office of the Director IV	-422-4074	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-1318	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Non Formal Education Division	-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				

3. Agenda are the following:

- a. Updates on SHS opening enrolment;
- b. Timelines of schools building construction;
- c. Hiring status for both teaching and non-teaching personnel;
- d. Teacher hiring for junior high school teacher replacements;
- e. Schedule of teachers training for Junior High School(induction training) and Senior High School;
- f. Consortium arrangements with HEIs;
- g. Regional Office Matters;
 1. Division Chiefs' OPCRf
 2. ICT enabled systems and procedures
- h. Admin matters;
 1. Regional policies on teacher transfers, *from one station to another*
 2. Regional policies on travel abroad, etc.
- i. Region and SDOs Updates/Reports;
- j. Other matters



4. Schools Division Superintendents and Regional Office Division Chiefs are expected to prepare reports on the aforementioned agenda;

5. Please see attached Program of activities for your reference.

6. It is reiterated for Division hosts of ManCom Meeting to invite their Division EPSs/PSDSs, and recognized Association Presidents to join in the meeting as observers. They can pick up vital information from the proceedings for their enlightenment in the delivery of services.

7. Funding for the food and accommodation will be downloaded to SDO Apayao, while travel and other incidental expenses shall be charged against local funds subject to usual accounting and auditing rules and regulations.

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


BEATRIZ G. TORNO Ph.D., CESO IV
Assistant Regional Director
Officer-In-Charge 
Office of the Regional Director

6th Regular Regional Management Committee Meeting

Venue: To be announced later

June 28, 2016 @ 8:00 AM

Program of Activities

Time	Particulars/Agenda	Person In-Charge
June 27, 2016	Travel time to Apayao	
5:00-7:30 PM	Arrival/billeting/dinner/	c/o SDO Apayao
June 28, 2016		
6:30-8:00AM	Breakfast	c/o SDO Apayao
8:00-8:30AM	Registration of participants	ManCom Secretariat
8:30-9:00AM	Opening Program	c/o SDO Apayao
MANCOM PROPER		
9:00AM onwards	<p>Start of the Meeting & Call to Order</p> <ul style="list-style-type: none"> *Review of the Minutes of the previous Meeting *Business arising from the previous meeting * Adoption of the proposed agenda: <ul style="list-style-type: none"> a. Updates on SHS opening enrolment; b. Timelines of schools building construction; c. Hiring status for both teaching and non-teaching personnel; d. Teacher hiring for junior high school teacher replacements; e. Schedule of teachers training for Junior High School (induction training) and Senior High School; f. Consortium arrangements with HEIs; g. Regional Office Matters; <ul style="list-style-type: none"> 1. Division Chiefs OPCRf 2. ICT enabled systems and procedures h. Admin. matters; <ul style="list-style-type: none"> 1. Regional policies on teacher transfers; 2. Regional policies on travel abroad, etc. i. Region and SDOs Updates/Reports; j. Other matters k. Adjournment 	<p>OIC-ARD Soraya T. Faculo</p> <p>SDSs</p> <p>SDSs and ESSD</p> <p>SDSs</p> <p>SDSs</p> <p>SDSs</p> <p>SDSs</p> <p>SDSs</p> <p>RD Beatriz G. Torno and OIC-ARD Soraya T. Faculo</p> <p>Reg'l Division Chiefs OIC-ARD Soraya T. Faculo</p>
	Program/Dinner	c/o SDO Apayao
June 29, 2016	Breakfast and travel back home	c/o SDO Apayao