



Republic of the Philippines  
**Department of Education**  
Region III  
Schools Division of Angeles City



13 Feb 2024

**DIVISION MEMORANDUM**  
No. 068, s. 2024

**CONDUCT OF DIVISION MANAGEMENT COMMITTEE MEETING  
FOR THE MONTH OF FEBRUARY 2024**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Unit Heads  
Public Elementary and Secondary School Heads  
All Others Concerned

1. The Management Committee Meeting is an avenue for disseminating information and updates to all stakeholders in the division and ensure that everyone is on the same page and has a clear understanding of the division's goals, priorities, and challenges. It is also an opportunity to monitor and evaluate the progress of the division's programs and projects.
2. In connection with this, please be informed of the Conduct of Division Management Committee Meeting for the month of February 2024 on **February 22, 2024**; 1:00 p.m. to 5:00 p.m. at the Gabaldon Building Pulungbulu, Angeles City with the Cluster 5 as the host.
3. The participants of the meeting are the Unit Heads, Chief Education Supervisors, Education Program Supervisors, Public Schools District Supervisors, Senior Education Program Specialists, Planning Officer, Engineer III, Principals and Assistant Principals.
4. Expenses relative to the conduct of this activity amounting to Php 150.00 each shall be charged to Division INSET Funds for the division officials and unit heads and School MOOE/ Local Funds for the school heads, subject to the usual accounting, auditing and procurement procedures, rules and regulations. Payment of schools should be paid on or before **February 20, 2024** to Mrs. Arfel D. Cayetano, Division Cashier.
5. Immediate and wide dissemination of and strict compliance with this Memorandum are earnestly desired.

**Engr. EDGARD C. DOMINGO PhD, CESO V**  
Schools Division Superintendent



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

COMMITTEE MEETING

AGG/SEPS-HRD/ February 13, 2024



Jesus St., Brgy. Pulunghulu, Angeles City 2009 (045) 901-  
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