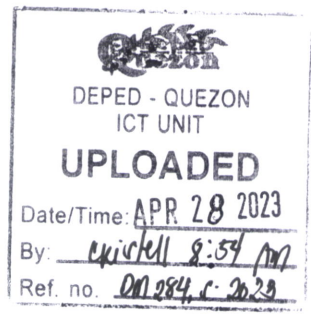




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



28 April 2023

DIVISION MEMORANDUM
DM No. 284, s. 2023

**OFFICER-IN-CHARGE (OIC) IN LIEU OF THE TOP MANAGEMENT'S
ATTENDANCE IN THE REGIONAL MANAGEMENT COMMITTEE
WEEKLY MEETING**

To: Assistant Schools Division Superintendents,
Division Chiefs and Section/Unit Heads,
Public Schools District Supervisors,
Elementary and Secondary School Heads,
All Others Concerned

1. In view of the attendance of the Top Management to the Regional Management Committee Weekly Meeting, **Ms. Lorena S. Walangsumbat**, CID Chief, is hereby designated as the *Officer-In-Charge* on **April 28, 2023**. She will sign all routine communications except appointments and financial matters.

2. In this connection, official correspondence shall be signed as follows:

FOR:

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

BY:

LORENA S. WALANGSUMBAT
CID Chief

3. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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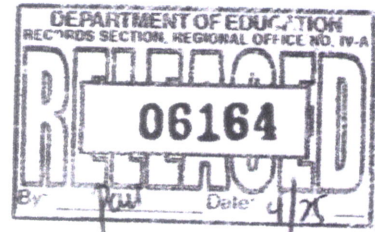


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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



Regional Memorandum
No.222 s.2023

25 April 2023

REGIONAL MANAGEMENT COMMITTEE WEEKLY MEETING

To **Assistant Regional Director**
Schools Division Superintendents
Assistant Division Superintendents
Functional Division Chiefs

1. The Department of Education Region IV-A(CALABARZON) will conduct an **On-site Regional Management Committee (MANCOM) Weekly Meeting** on Friday, **April 28, 2023, 1:00 p.m** at **Inosloban Marawoy Integrated National High School, Marawoy, Lipa City** with Schools Division of Lipa City as host.
2. Participants in the meeting are the Assistant Regional Director, Schools Division Superintendents, Assistant Schools Division Superintendents, and Functional Division Chiefs of the Regional Office.
3. The agenda of the meeting are as follows:
 - a. Implementation of Looping for S.Y. 2023-2024;
 - b. Implementation of Modular Distance Learning;
 - c. Post Evaluation Report, RAAM 2023;
 - d. Reiteration of IATF Protocols for Level 2 SDOs;
 - e. Profiling of OIC- ASDS Applicants;
 - f. Proposed Processes to Improve Application for Reclassification and Equivalent Record Form (ERF) of Teachers; and
 - g. Other Matters.
4. Certificates of Appearance for this activity will be issued by the Schools Division Office of Lipa City.
5. Strict adherence to the IATF Health Protocols and Office Health Standards must be observed in the conduct of this activity.
6. Food, accommodation and other incidental expenses relative to this activity shall be charged against SDO Lipa City and Regional Office MOOE while travel expenses shall be charged to local funds of offices of the participants.




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Website: depedcalabarzon.ph



All expenses shall be subject to usual accounting and auditing rules and regulations.

7. Should there be queries pertaining this activity, please contact Mr. Ariel M. Azuelo through pau.calabarzon@deped.gov.ph.
8. Immediate dissemination of this Memorandum is desired.



ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

cc: ict/rmv