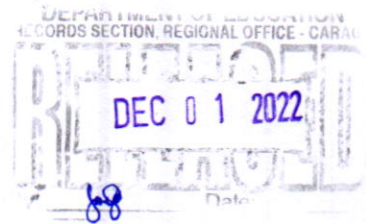




Republic of the Philippines
Department of Education
CARAGA REGION



December 1, 2022

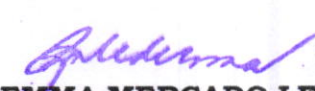
REGIONAL MEMORANDUM

No. 1073, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
ASST. SCHOOLS DIVISION SUPERINTENDENTS
RO THE FUNCTIONAL DIVISION CHIEFS
DIVISION CID AND SGOD CHIEFS
SECRETARIATS
This Region

4TH REGIONAL EXPANDED MANAGEMENT COMMITTEE MEETING

1. The field is hereby informed of the conduct of the 4th Regional Expanded Management Committee Meeting on December 6-7, 2022 at Grand Palace Hotel, Butuan City. The said meeting will be hosted by the Schools Division of Agusan del Sur.
2. The meeting shall tackle the following agenda:
 - a. Presentation of Best Practices of SDO-Agusan del Sur;
 - b. Updates from the Regional Director;
 - c. Updates from RO Functional Division Chiefs; and
 - d. Other Matters.
3. Participants may check-in at the venue on December 5, 2022 (Day 0), and the check out will be on December 7, 2022 (Day 2) after lunch break. The first meal is breakfast of December 6, 2022 (Day 1), while the last meal is lunch of December 7, 2022. The schedule of activities is found in Enclosure A.
4. Participants are requested to prepare a present worth not less than Php 500.00 for the Exchanging Gifts which will happen in the afternoon of December 6, 2022.
5. Traveling and transportation expenses of the participants are charged against their respective local funds subject to usual accounting and auditing rules and regulations.
6. For additional query, kindly coordinate with the ManCom Secretariat Mr. Kevin Hope Z. Salvaña through his email at kevinhope.salvana@deped.gov.ph.
7. Immediate dissemination of this Memorandum is desired.


MA. GEMMA MERCADO LEDESMA
Regional Director



Address: J.P. Rosales Avenue,
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Email: caraga@deped.gov.ph



2022-12-16097

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Encls.: None

Reference: None

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

MEETING

OFFICIALS

CLM/khzs
12/01/2022

Enclosure of RM No. ____, s. 2022

SCHEDULE OF ACTIVITIES

4th Regional Expanded Management Committee Meeting
December 6-7, 2022 at Grand Palace Hotel, Butuan City

Date and Time	Activity/Agenda	Responsible Person
Day 0 Dec. 5, 2022	Early check-in	Management Team
Day 1 Dec. 6, 2022		
7:00 AM-8:00 AM	Breakfast	Management Team
7:00 AM-9:30 AM	Arrival and Registration	Secretariat
9:31 AM-10:00 AM	Opening Program	SDO-Agusan del Sur
10:01 AM-12:00 NN	ManCom Proper • Best Practices of SDO-Agusan del Sur • Updates of the RO Functional Division Chiefs (ASD, CLMD, and ESSD)	SDO-Agusan del Sur RO FD Chiefs
12:01 PM-1:00 PM	Lunch Break	Management Team
1:01 PM-3:00 PM	• Updates of the RO Functional Division Chiefs (FD, FTAD, HRDD, and QAD)	RO FD Chiefs
3:01 PM-5:00 PM	Christmas Party and Raffle Bonanza	SDO-Agusan del Sur
5:00 PM-6:00 PM	Dinner	Management Team
Day 2 Dec. 7, 2022		
7:00 AM-8:00 AM	Breakfast	Management Team
8:01 AM-11:30 AM	• Updates from the Regional Director	Regional Director
11:31 AM-12:00 NN	Awarding of Certificate of Appreciation to the Host Divisions of the CY 2022 Regional Expanded Management Committee Meetings	Regional Director
12:01 PM-1:00 PM	Lunch	Management Team
1:00 PM-5:00 PM	Home Sweet Home	