



April 15, 2020

RELEASED

DATE: 15 APR 2020 12:27 NN

DIVISION MEMORANDUM

NO. 106, s. 2020

**DESIGNATION OF MANAGEMENT COMMITTEE (MANCOM)
SECRETARY/IES**

To: **GINA L. MANDAWÉ**
EPS-I
MARILOU S. GALVEZ
PDO-II
DELMA R. DENAPO
AO IV/HRMO
This Division

1. You are hereby designated as MANCOM secretary effective April 15, 2020 until it is rescinded.
2. This designation will form part as an additional tasks but no compensation is given.
3. Take note and file the minutes of each meeting and furnish copies to all concerned, if necessary.
4. Arrange and agree among yourselves on how to act appropriately in noting details before and after the meeting.
5. Immediate dissemination of this Memorandum to all concerned is enjoined.

AGUSTINES E. CEPE, CESO V
HT Schools Division Superintendent

