



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

November 4, 2024

**REGIONAL MEMORANDUM**

No. **1392** s. 2024

**HOSTING OF THE NATIONAL MANAGEMENT COMMITTEE MEETING**

To: Director III  
Schools Division Superintendents  
Assistant Schools Division Superintendents  
Regional Office Chiefs and Unit Heads  
SGOD and CID Chiefs  
All Others Concerned

1. In line with the conduct of the National Management Committee Meeting which shall be attended by key DepEd officials: Secretary Juan Edgardo “Sonny” Angara, Undersecretaries, Assistant Secretaries, Bureau Directors, and Regional Directors, this Office announces its hosting of the said activity on November 11-12, 2024, at the Summit Hotel, Tacloban City.
2. The Office shall assign various committees, which are stipulated in the attached Terms of Reference and list of participants, to ensure smooth conduct of the aforementioned activity.
3. The EXECOM led by DepEd Secretary Angara shall also conduct school visits on November 11, 2024, to check the status of implementation of the various programs of the Department. The Schools Division Offices shall ensure no disruption of classes during the school visits.
4. All personnel who provided services during the National Management Committee Meeting shall be granted Compensatory Time Off (CTO) or Service Credits inclusive of travel time, if applicable.
5. Expenses for the activity shall be covered by RO funds for the Regional Office; local funds for SDO technical working committee members’ travel, accommodation, and miscellaneous expenses; and MOOE, SEF, or any other available funds for schools. All expenses incurred are subject to standard accounting and auditing rules and regulations.
6. Immediate dissemination of and strict compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director



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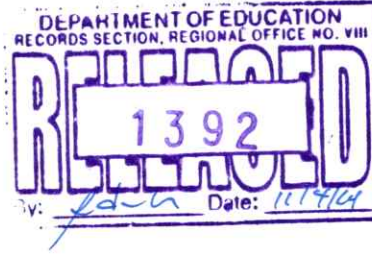


Enclosure: None  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects:

MANAGEMENT COMMITTEE  
POLICIES

PROGRAMS AND PROJECTS

ORD-PAU-JFC



**LIST OF MANCOM ATTENDEES AND PROTOCOL OFFICERS**

	<b>NAME</b>	<b>POSITION</b>	<b>OFFICE</b>	<b>Protocol Officer</b>
<b>EXECOM</b>				
1	Sonny Angara	Secretary	OSEC	RD Evelyn R. Fetalvero
2	Erwin Lozano	Executive Assistant	OSEC	Atty. Calick Arrieta
3	Trygve Olaivar	Undersecretary	OSEC	SDS Josilyn Solana
4	Candice Ruiz	Undersecretary	OSEC	SDS Margarito Cadayona
5	Fatima Lipp Panontongan	Undersecretary	OSEC	SDS Mariza S. Magan
6	Filemon Ray Javier	Undersecretary		SDS Gaudencio Aljibe
7	Cilette Liboro Co	Assistant Secretary	OSEC	ASDS Lorelie Masias
8	Georgina Hernandez Yang	Assistant Secretary		ASDS Henrietta Managbanag
9	Nilo Rosas	Assistant Secretary		ASDS Teodorico Pelino
10	Gina Gonong	Undersecretary	OUCT	SDS Sherlita Palma
11	Alma Ruby Torio	Assistant Secretary	OASCT	ASDS Eloiza Zartiga
12	Janir Datukan	Assistant Secretary	OASCT	ASDS Roberto Mangaliman
13	Annalyn Sevilla	Undersecretary	OUF	Alma Suyom
14	Wilfredo Cabral	OIC-Undersecretary	OUHROD	SDS Manuel Albano
15	Revsee Escobedo	Undersecretary	OUCOps	SDS Edgar Tenasas
16	Dexter A. Galban	Assistant Secretary	OASOps	SDS Gorgonio Diaz
17	Malcolm Garma	Assistant Secretary	OASOps	ARD Ronelo Al K. Firmo
18	Gerard Chan	Undersecretary	OUProc	SDS Moises Labian
19	Mel John Verzosa	Undersecretary	OUA	SDS Carmela Tamayo
20	Marcelino Veloso III	Assistant Secretary		ASDS Rey Bulawan
21	Ronald Mendoza	Undersecretary		ASDS Josemilo Ruiz
22	Roger Masapol	Assistant Secretary		ASDS Crista Joy Abogadie
<b>Regional Directors</b>				
23	Tolentino Aquino	Regional Director	Region 1	ASDS Raymond Capacite
24	Benjamin Paragas	Regional Director	Region 2	ASDS Junilou Dulfo
25	Ronnie Mallari	OIC Regional Director	Region 3	SDS Genis Murallos
26	Alberto Escobarte	Regional Director	Region 4 A	ASDS Jaime Cardona
27	ARD Cherrylou Repia	Assistant Regional Director	Region 4 B	ASDS Joel Zartiga
28	Gilbert Sadsad	Regional Director	Region 5	ASDS Isidro Catubig
29	Ramir Uytico	Regional Director	Region 6	SDS Carmelino Bernadas
30	Salustiano Jimenez	Regional Director	Region 7	Cesar Verunque - RO
31	Evelyn Fetalvero	Regional Director	Region 8	
32	Ruth Fuentes	Regional Director	Region 9	Dr. Maribel Ruedas - Catbalogan
33	Arturo Bayocot	Regional Director	Region 10	Dr. Gil Esplanada - Leyte
34	Allan Farnazo	Regional Director	Region 11	Dr. Glendo Garrido - Samar
35	Carlito Rocafort	Regional Director	Region 12	Dr. Chester Tamayo - Tacloban
36	María Ines Asuncion	OIC Regional Director	Region 13	Dr. Melanie Escobarte
37	Estela Cariño	Regional Director	CAR	Dr. Marixel Evardone - Eastern Samar
38	Jocelyn Andaya	Regional Director	NCR	Dr. Alejandra Lagumbay - RO

<b>CO Directors &amp; Focals recommended to attend (identified by Usec. Fatima)</b>				
39	Mic Cabawatan	CO Director		Dr. Nicolas Baylan - Eastern Samar
40	Ariz Delson Acay Cawilan	CO Director	BLR	Joy Bihag - RO
41	Samuel Soliven	CO Director	BCD	Dr. Alfredo Café
42	Rhoan Orebia	CO Director	Procurement	Atty. Eleanor Calumpiano
43	Ferdinand Pitagan	CO Director	and Service	Jim Albert Lagado
44	Dir. Neil	CO Director	BCD	
45	Marj Tiburcio	Division Chief	EFD	Elizabeth Caboboy
<b>Planning Service</b>				
46	Tara Rama	CO Director	Education Office	Dr. Ma. Luz Orbe
47	Dir. Cielo Mendoza	CO Director	EPS	Eden Dadap
48	Jake Rivera	CO Director	PAS	Jasmin Calzita
49	Cholita Tiong	Chief Administrative Officer Director	Finance Service	Fe Gerona - RO
<b>MANCOM SECRETARIAT</b>				
50	Atty. Vjisyl Guadalquiver	EA IV	OUOPS	Rodel Rosales
51	Oscar Afos Jr.	EA III		
52	Atty. Janzen Alarcio	TA IV		
53	Julie Ann Pearl Amarles	TA III		
54	Ryan Fajardo	TA II		
55	Rhenell Cayabyab	TA II		
56	Heinrich Montejo	TA III	DASOPS - FC	

**NATIONAL MANAGEMENT COMMITTEE MEETING**

November 11-12, 2024, Summit Hotel, Marasbaras, Tacloban City

<b>TECHNICAL WORKING COMMITTEES</b>		
	<b>Members</b>	<b>Terms of References</b>
Opening Program	<p>Regional Office: Dr. Harvie D. Villamor Jasmin Calzita</p> <p>Schools Division Office: Dr. Melanie Escobarte Tacloban City Division</p>	<ul style="list-style-type: none"> <li>Prepare a program of activities for the opening ceremonies including coordination with concerned persons in-charged of performances and logistics.</li> </ul>
School Visits with Class Observations	<p>Regional Office: Dr. Gertrudes Mabutin All CLMD Supervisors</p> <p>Schools Division Office: Leyte Division Tacloban City Division Samar Division</p>	<ul style="list-style-type: none"> <li>Prepare itinerary for the school visits</li> <li>Coordinate with schools to be visited</li> <li>Conduct ocular inspection for schools to be visited</li> </ul>
Creative Design and Program Committee	<p>Regional Office: PPRD Dr. Rita Dimakiling Rex Briones Mark Lito Gallano</p> <p>Schools Division Office: Ryan Espina (Ormoc City) Junrell Lora (Ormoc City)</p>	<ul style="list-style-type: none"> <li>Create branding design for the activity such as program invitation, LED wall backdrop, and tarpaulin layout to be posted at the airport, schools, and venue (Summit Hotel)</li> </ul>
Food, Venue, and Accommodation	<p>Regional Office: Finance Division Alma Suyom Gladys Fabillo Annalee Escobarte Asset Management Section: Laura Paglinawan</p>	<ul style="list-style-type: none"> <li>Procure food, venue, and accommodation for the participants including the members of the working committees.</li> <li>Coordinate with concerned Office as to funding of the activity.</li> </ul> <p><i>Note:</i> SDOs shall provide additional food during dinner on November 11 and lunch and dinner on November 12.</p>
Stage Decoration, Sound System, LED Wall, 5 units of 50 inches LED TV	<p>ICT: Mikko Duero HRDD Rodel Rosales Clark Arante</p>	<ul style="list-style-type: none"> <li>Procure rental of sound system with LED wall and TV sets</li> <li>Set-up stage and arrange venue for the mancom meeting.</li> </ul>

Leis and Tokens	<p><b>Regional Office:</b> Dr. Alejandra Lagumbay Ms. Eden Dadap</p> <p><b>Schools Division Office:</b> All SDOs</p>	<ul style="list-style-type: none"> <li>▪ Prepare 2 sets of Leis (for 2 days)</li> <li>▪ Coordinate with SDOs as to delicacies/tokens to be provided</li> </ul>
Transportation	<p><b>Regional Office:</b> Dr. Rosemarino Guino Admin: Apple Reyes, Linaflor Tajo All RO drivers All Schools Division Offices</p>	<ul style="list-style-type: none"> <li>▪ Coordinate with Protocol Officers and Drivers</li> <li>▪ Provide vehicles to RO assigned protocols</li> </ul>
Ushers and Usherettes	Tacloban City Division	<ul style="list-style-type: none"> <li>▪ Assist guests at the venue during the Mancom Proper</li> </ul>
Fellowship Night	Governor's Night: Leyte Division	<ul style="list-style-type: none"> <li>▪ Prepare the program of activities for the fellowship Night including performances and coordinate with performers</li> </ul>
Protocol Officers and Composition of Team for the School Visits	All SDSs, ASDSs, Regional Office chiefs, and SDO Chiefs	<ul style="list-style-type: none"> <li>▪ Assist guest during their arrival, tour, departure, and mancom proper.</li> <li>▪ Provide fruit baskets at the guests' rooms.</li> </ul>
Registration & Attendance	<p><b>FTAD:</b> Mercedes Sarmiento Geraldine Mangaliman Ann Lim</p> <p><b>FINANCE:</b> Ronafe Dolo Yvonne Mae Ripalda</p> <p><b>Admin:</b> Eva Rosales Chona Zabala</p>	<ul style="list-style-type: none"> <li>▪ Prepare attendance sheets and assist participants/guests in the registration</li> <li>▪ Submit complete list of attendance to the Finance Division for payment.</li> </ul>
Documentation	<p>Floramay Bacus (RO) Karen Barril (Leyte) Crisvil Villamor (Tacloban)</p>	<ul style="list-style-type: none"> <li>▪ Take videos and photos during the conduct of the activity.</li> <li>▪ Coordinate with Central Office PAS for posting in the social media.</li> </ul>
Security	<p>Reynaldo Nayre Franco Villamor Engr. Brent Christian Andrada</p>	<ul style="list-style-type: none"> <li>▪ Ensure safety and security of guests.</li> <li>▪ Conduct ocular inspection of the venue</li> </ul>

		<p>before the conduct of activity.</p> <ul style="list-style-type: none"> <li>▪ Coordinate with the security staff of the hotel for security concerns.</li> </ul>
Medical Team	<p>ESSD: Dr. Angelica Rodriguez</p> <p>2 nurses from Tacloban City 2 nurses from Leyte</p>	<ul style="list-style-type: none"> <li>▪ Attend to medical concerns of guests</li> </ul>

**MONITORING/SCHOOL VISIT OF NATIONAL EXECOM/MANCOM IN REGION VIII**

<b>TEAM A</b>
<p><b>Team Leader:</b>  <b>Sec. Sonny Angara</b></p> <p><b>Members:</b>                      Usec Tryvge Olaivar                      Usec Revsee Escobedo                      Usec. Wilfredo Cabral                      Usec. Mel John Versoza                      Usec. Annalyn Sevilla                      Asec. Janir Datukan                      RD Evelyn R. Fetalvero                      Dir. Mic Cabauatan                      Dir. Ariz Cawilan                      Dir. Neil                      RD Tolentino Aquino                      RD Benjamin Paragas                      RD Estela Cariño                      RD Ronnie Mallari                      SDS Sherlita Palma                      SDS Mariza Magan                      Dr. Joy Bihag                      Dr. Nova Jorge</p>
<p><b>TEAM A - Schools/Center to be visited:</b></p> <p>Morning : <b>Leyte National High School</b>                      (Congested; Biggest high school in the region with Special Curricular Programs)                      Afternoon: <b>Cogon Elementary School</b> ( Implementing the Digitization Program of the Provincial Government of Leyte)</p> <p><b>St. Francis Elementary School</b>- elementary school in the relocation area after Typhoon Yolanda with existing Temporary Learning Space (TLS)  <b>Girls' Education Center (GEC)</b> - the first and only one-stop education hub for Alternative Learning System (ALS) learners under the "Better Life for Out-of-School Girls to Fight Poverty and Injustive in the Philippines " Project made possible through the collaboration of UNESCO, DepEd, and KOICA.</p>

<b>TEAM B</b>
<p><b>Team Leader:</b>  <b>Usec. Fatima Panontongan</b></p> <p><b>Members</b>                      Usec. Gerard Chan                      Asec. Alma Ruby Torio                      Asec. Cilette Liboro-Co                      Asec. Malcolm Garma                      Asec. Nilo Rosas                      Dir. Ferdinand Pitagan                      Dir. Rhoan Orebias                      Dir. Samuel Soliven                      RD Alberto Escobarte                      RD Gilbert Sadsad                      RD Jocelyn Andaya                      RD Maria Ines Asuncion                      RD Nicolas Capulong                      SDS Moises Labian Jr                      ASDS Teodorico Peliño Jr                      Dr. Ernani Fernandez Jr                      Mrs. Sarah S. Cabaluna</p>
<p><b>TEAM B - Schools to be visited:</b></p> <p>Morning: <b>Tanauan School of Craftsmanship and Home Industries (TSCHI)</b> - Technical-Vocational School; congested without buildable space                      Afternoon: <b>Basey National School</b> - school located in a flood-prone area offering a contextualized curriculum on BANIG MAKING which is the local industry of the Municipality of Basey, Samar  <b>Tingib Integrated School</b> - an integrated school that will showcase Wash in Schools (WinS) and School-Based Management (SBM)</p>



**MONITORING/SCHOOL VISIT OF NATIONAL EXECOM/MANCOM IN REGION VIII**

<b>TEAM C</b>	<b>TEAM D</b>
<p><b>Team Leader:</b>  <b>Usec. Gina Gonong</b></p> <p><b>Members</b>                      Usec. Ronald Mendoza                      Asec. Dexter Galban                      Asec. Georgina Yang                      Asec. Marcelino Veloso III                      Asec. Roger Masapol                      Dir. Cholita Tiong                      Dir. Ciela Mendoza                      Dir. Marj Tiburcio                      Dir. Tara Rama                      Dir. Toots Bautista                      RD Allan Farnazo                      RD Arturo Bayucot                      RD Carlito Rocafort                      RD Ramir Uytico                      RD Ruth Fuentes                      RD Salustiano Jimenez                      ASDS Callick Arieta                      Dr. Ryan Tiu                      Dean Ric Endriano</p>	<p><b>Team Leader:</b>  <b>Mrs. Tootsy Angara</b></p> <p><b>Members</b>                      ARD Ronelo Al Firmo                      Dr. Gertrudes Mabutin                      Dr. Mark Chester Tamayo                      Dr. Grace Villanueva                      Dr. Dandy Acuin</p>
<p><b>TEAM C - Schools to be visited:</b>                      Morning: <b>Alangalang National High School</b> - will offer the Khan Academy Philippines and showcase PISA Preparation                      Afternoon: <b>Alangalang 1 Central School</b> with Early Childhood Care Development (ECCD), Special Needs Education (SNED), Special Science Elementary School (SSES), and Project Key Stage 1 Foundations for Effective Learning Transition (K-3 FELT), a contextualized learning recovery curriculum in literacy and numeracy for Grades 1 to 3. The same project has the 4-week Kindergarten Learning Program</p>	<p><b>Team D - School to be Visited:</b>                      Morning: <b>Antonio Balmes National High School</b> - demonstration for iamtheCODE;                      Afternoon: <b>Sta. Cruz National High School</b> - demonstration for iamtheCODE</p>