



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Tabuk City**

**Office of the Schools Division Superintendent**

**Division Memorandum**  
**No. 283, s. 2020**



**TO** :Assistant Schools Division Superintendent  
Division Heads and Staff Concerned  
Education Program Supervisors  
Public Schools District Supervisors  
All Public Elementary and Secondary School Heads

**DATE** : December 18, 2020

**SUBJECT** : **DIVISION MANAGEMENT COMMITTEE MEETING**

1. This is to announce the Division Management Committee Meeting to be conducted through Teleconference on December 18, 2020 8:30AM.
2. The agenda will be the following:
  - a. Result of the 4<sup>th</sup> Quarter DMEA - c/o SMME
  - b. Readiness of Schools and Quarter 2- c/o CID
  - c. COVID – 19 updates - c/o H&N
  - d. Hardship Post/ Hazard Pay Implementation - c/o Sixto Lang-ay Jr., Accountant III
  - e. Limited Face – to – Face classes - c/o Irene S. Angway, OIC-SDS
  - f. Others
3. Participants to this meeting will be the following:
  - OIC-SDS
  - OIC-ASDS
  - Chief Education Supervisors
  - Education Program Supervisors
  - Public Schools District Supervisor
  - All Public Schools Elem & Sec. School Heads/ TICs
  - All others concerned
4. Link will be posted on the Group Chat earlier on the same day.
5. Attendance will be checked on the chat box of the Google meet.
6. Please be guided accordingly.

**IRENE S. ANGWAY, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge, Office of the Schools Division Superintendent

