

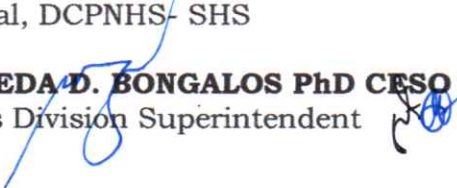


Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
SGOD-2025- 025

TO : **LEGARDO R. PALACA JR. PhD**  
Principal, DCPNHS- SHS

FROM : **WILFREDA D. BONGALOS PhD CESO V**  
Schools Division Superintendent 

SUBJECT : REGION VII HOSTING FOR THE NATIONAL MANAGEMENT  
COMMITTEE MEETING (MANCOM)

DATE : January 22, 2025

1. With reference to RM. 091 s. 2025, titled Region VII Hosting for the National Management Committee Meeting (MANCOM)" on January 29-30, 2025 at DepEd Ecotech, Sudlon, Lahug, Cebu City.
2. In connection with the upcoming event, we will be having a booth display representing the 20 Schools Division Offices of Region VII. To ensure a successful set up, this Office hereby request **Mr. Rosendo A. Gatillo** of Dr. Cecilio Putong National High School- SHS, to assist in putting up the booth on January 28 and disassembling on January 31, 2025.
3. Expenses relative to the activity are chargeable against Division MOOE subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of, and compliance with, this Memorandum is desired.

WDB/JAAL/SGOD/MCC/ftc



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