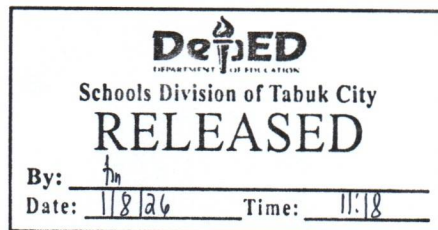




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the School Divisions Superintendent

January 8, 2026

Division Memorandum

No. 13, s. 2026

DIVISION EXECUTIVE COMMITTEE MEETING (DEXECOM)

**To: Assistant Schools Division Superintendent
Chief Education Supervisors
Division Executive Committee Members
All Division Office Personnel**

1. Please be advised of the conduct of the 1st Division Executive Committee Meeting on January 12, 2026, after the Monday Flag Ceremony at the Katapatan Hall, 1st Floor, New Building. The activity seeks to strengthen the alignment and coordination of initiatives across the Division by setting clear targets in monitoring performance. It shall provide a platform in establishing clear and data-driven performance targets, align division priorities with national education goals, and strategize actionable plans to enhance overall school effectiveness and learner outcomes.
2. The agenda of the meeting are as follows:
 - Calendar of Activities for CY 2026
 - Division Annual Improvement Plan
 - Division OPCRF
 - Other Matters
3. Participants to said activity are the Chief Education Supervisor (CID and SGOD), all members of the Division Committee, and Education Program Supervisor In-Charge of the Alternative learning System (ALS), IPED, MADRSAH, and Inclusive Education, RSPC and RFOT, Information Technology Officer, Legal Officer, Division Engineer and Medical Officer. All personnel addressed in this notice are advised to free their schedule on the date and time stated above and ensure attendance to said meeting.
4. The DEXECOM Secretariat is responsible in the registration, preparation of the venue and all other logistics related to the conduct of the meeting.
5. Expenses related to the conduct of the activity shall be charged to local funds subject to the usual accounting and auditing procedures.
6. For the information, guidance and compliance.

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent



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