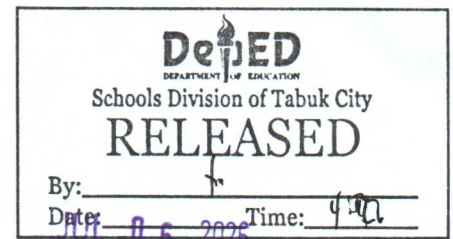




Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 Schools Division of Tabuk City



Office of the Schools Division Superintendent

July 03, 2026

DIVISION MEMORANDUM

No. **294**, s.2026

2nd DIVISION MANAGEMENT COMMITTEE (ManCom) MEETING

To: Asst. Schools Division Superintendent
 Chief Education Program Supervisors
 Education Program Supervisors
 Public Schools District Supervisors
 Head of Units and Officers
 Public Elementary and Secondary School Heads/TICs
 All others concerned

1. This is to inform the field of the 2nd Division Management Committee (ManCom) Meeting on July 10, 2026 at the 2nd Floor, Kagitingan Hall, CID Building.
2. The general objective of this meeting is to provide an avenue for the ManCom members to arrive at agreements as well as review the existing policies or formulate new policies applicable to the context in the Schools Division of Tabuk City.
3. The following agenda items will be discussed:

AGENDA ITEMS	DISCUSSANT
1. Updates from the Curriculum Implementation Division <ul style="list-style-type: none"> • D.O 15 s. 2026 Revised Guidelines on Classroom Assessment, Grading System, and Awards and Recognition • D.O 16 s, 2026 Guidelines on Lesson Planning and Learning Design • D.O 17 s. 2026 Strengthen Senior High School Curriculum 	CID Chief Ramonchito A. Soriano
2. Updates from the Schools Governance and Operations Division <ul style="list-style-type: none"> • D.O 13, s. 2026 Guidelines on the implementation of the school-Based Feeding Program • D.O 06, 2026 Guidelines on Ensuring a Safe and Motivating Learning Environment 	SGOD Chief Sally P. Feken





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<ul style="list-style-type: none"> • D.O 14, s. 2026 Guidelines on Learning Continuity in Emergencies 	
<ul style="list-style-type: none"> 3. Office of the Schools Division Superintendent • Child Protection Policy • Revised Form Permit to Study Adoption of the New CSC Form 212 • Presentation of downloading and Utilization of Funds 	<p>Legal Officer III Sandy L. Basungit AO V Dorothy A. Asingal</p> <p>Accountant Officer III Sixto D. Lang-ay</p>

4. In preparation for the meeting, discussants are requested to submit their final reports in PowerPoint format to the secretariat through this link <https://tinyurl.com/3tunxaks> on or before July 8, 2026 at 8:00am. All submissions are considered final and not subject to further revision once they have been received, as they will be printed by the secretariat.
5. Meals and snacks of the ManCom participants shall be charged against the SDO MOOE, while the travel expenses of the School Head shall be charged against their respective School MOOE, subject to the existing accounting and auditing rules and regulations.
6. Enclosed is the list of participants and the program for reference.
7. For information, guidance, and compliance of all concerned.


CHRISTOPHER C. BENIGNO PhD, EdD CESO V
OIC- Schools Division Superintendent





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Enclosure to Div Memo No. 294, s. 2026

LIST OF PARTICIPANTS	
POSITION/DESIGNATION	NUMBER
1 Schools Division Superintendent	1
2 Asst. Schools Division Superintendent	1
3 Chief Education Supervisors	2
4 Education Program Supervisors	11
5 Public Schools district supervisors	10
6 Administrative Officer V	2
7 Administrative Officer IV	4
8 Accountant III	1
9 Division Legal Officer	1
10 Division Physical and Facilities/ Engineer	1
11 Information and Technology Officer	1
12 Health and Nutrition Section	2
13 Senior Education Program Specialist	2
14 Division Planning Officer	1
15 School Heads and Teacher-In- Charge	103
16 Secretariat	2
Total	145



Address: Bulanao Central School Cmpd., Purok 2, Bulanao Norte, Tabuk City, Kalinga
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DepEd Tayo Tabuk City



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Time	Agenda Item	Discussants
7:30 a.m.	Registration & Opening Program	Secretariat
8:00 a.m.	Preliminaries <ul style="list-style-type: none"> • Prayer • National Anthem • Roll Call 	Secretariat
	Welcome Message	Christopher C. Benigno PhD, EdD, CESO VI OIC- Schools Division Superintendent
8:30 a.m. – 9:00a.m.	Meeting Proper <ul style="list-style-type: none"> • Call to Order • Review and approval of the minutes of the previous meeting • Presentation of the agenda of the meeting • Acceptance and approval of the meeting agenda 	
9:00a.m.- 10:00 a.m	Updates from the Curriculum Implementation Division <ul style="list-style-type: none"> • D.O 15 s. 2026 Revised Guidelines on Classroom Assessment, Grading System, and Awards and Recognition • D.O 16 s, 2026 Guidelines on Lesson Planning and Learning Design • D.O 17- Strengthen Senior High School Curriculum 	Ramonchito B. Soriano Chief Education Supervisor
10:00a.m- 11:00 a.m.	Updates from the Schools Governance and Operations Division <ul style="list-style-type: none"> • D.O 13, 2026 Guidelines on the implementation of the school-Based Feeding Program • D.O 06, 2026 Guidelines on Ensuring a Safe and Motivating Learning Environment 	Sally P. Feken Chief School Governance and Operating Division
11:00a.m.- 12:00a.m	Office of the Schools Division Superintendent <ul style="list-style-type: none"> • Child Protection Policy • Revised Form Permit to Study Adoption of the New CSC Form 212 Presentation of downloading and Utilization of Funds	Sandy L. Basungit, Legal III Dorothy A. Asingal, AO V Personnel Sixto D. Lang-ay, Accountant III
12:00pm- 1:00pm	LUNCH BREAK	





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01:00p.m.- 2:00p.m	Assist. Schools Division Superintendent Hour	Ginadine L. Balagso, Assist. School Division Superintendent
2:00pm.- 03:00p.m.	School Division Superintendent Hour	Christopher C. Benigno PhD, EdD, CESO VI OIC- Schools Division Superintendent
3:00p.m.- 4:00 p.m.	Open Forum	



Address: Bulanao Central School Cmpd., Purok 2, Bulanao Norte, Tabuk City, Kalinga
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