



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent


DEC 01 2025

**MEMORANDUM**

**5<sup>th</sup> DIVISION MANAGEMENT COMMITTEE (DIVMANCOM) MEETING FOR  
FISCAL YEAR 2025**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
Chief Education Supervisor, School Governance and Operations Division  
Public Schools District Supervisors  
Education Program Supervisors  
Public Elementary and Secondary School Heads / OICs  
Unit Heads  
All Others Concerned

1. This Office would like to inform the field that the above-mentioned activity will be conducted on December 2, 2025 (Tuesday), from 8:00 am to 5:00 pm at Cupang Elementary School Main and will be hosted by Cluster 2 PSDS and School Heads.
2. Participants to this meeting are the Schools Division Officials together with unit heads, school heads and Officer-In-Charge of the 28 public schools.
3. Expenses related to the conduct of this activity shall be charged against the School MOOE of the clustered schools subject, to the existing rules and regulations.
4. Immediate and wide dissemination of this Memorandum is desired.

  
**VIOLETA M. GONZALES CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Encl: As stated  
Reference: none  
To be indicated in the Perpetual Index  
under the following subjects:

SCHOOL MEETING SCHOOL HEADS

MAMEN- NM – 5<sup>th</sup> DIVISION MANAGEMENT COMMITTEE (DIVMANCOM) MEETING FOR FISCAL YEAR 2025  
/ DECEMBER 2025

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