Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

February 16, 2026

DIVISION MEMORANDUM
No. 117, s. 2026

ADDENDUM TO DIVISION MEMORANDUM NO. 105, S. 2026 RE: HOSTING OF THE REGIONAL MANAGEMENT COMMITTEE (RMANCOM) MEETING

TO : Assistant Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
Education Program Supervisors
Public Schools District Supervisors
Section/Unit Heads
School Heads (Elementary and Secondary)
All Others Concerned

1. In reference to Division Memorandum No. 105, s. 2026 entitled "Hosting of the Regional Management Committee (RMANCOM) Meeting," this addendum is hereby issued to incorporate the addition of a Medical Team to the assigned committees. This measure aims to ensure the health and safety of all participants, particularly in light of ongoing health protocols and potential medical needs during the event.

2. The Medical Team shall be composed of the following personnel with their respective date of assignment:

Chairperson: **Dr. Arlene C. Catalan**, Medical Officer III
Members: **Adriane Marie C. Nuevo**, Nurse II
Patria G. Lapara, Nurse II
Ma. Benjie Señora, Nurse II

3. The responsibilities of the Medical Team include, but are not limited to:
   a. conducting health screenings for all attendees upon arrival;
   b. providing on-site medical assistance and first aid services;
   c. coordinating with local health authorities for emergency response;
   d. ensuring compliance with Department of Health (DOH) and DepEd guidelines on health and safety; and

e. preparing medical kits, sanitation supplies, and a designated isolation area if needed.

4. The Medical Team shall coordinate closely with the overall Program Committee and Logistics Committee to integrate health protocols into the event's planning and execution. All committee chairs are directed to include the Medical Team in relevant meetings and preparations.

5. Below is the daily assignment of the medical team mentioned above:

Date	Assigned Medical Personnel
March 10, 2026	Dr. Arlene C. Catalan, Medical Officer III Adriane Marie C. Nuevo, Nurse II
March 11, 2026	Patria G. Lapara, Nurse II Ma. Benjie Señora, Nurse II

6. This Memorandum shall serve as the **Travel Authority** of the concerned medical personnel mentioned above.

7. All other provisions of the aforementioned memorandum remain in full force and effect.

8. Immediate dissemination of and strict compliance with this Memorandum are earnestly desired.

MARGARITO A. CADAYONA JR. PhD, CESO VI
Schools Division Superintendent

DEPED DIVISION OF CALBAYOG CALBAYOG CITY
RELEASED
DATE 10 MAR 2026
BY 9:24

Enclosure: *None*
To be indicated in the ***Perpetual Index Under*** the following subjects:
SGOD **HOSTING OF THE RAMANCOM**