



DepEd – DIVISION OF QUEZON

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"Creating Possibilities, Inspiring Innovations"



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UNNUMBERED MEMORANDUM

TO: Public Schools District Supervisors
Public School Heads
All Others Concerned

FROM: **MERTHEL M. EVARDOME, CESO VI**
Schools Division Superintendent

SUBJECT: UPDATING OF MASTERLIST OF SCHOOL HEADS

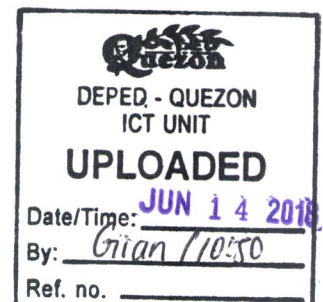
DATE : June 13, 2018

The Office of the Schools Division Superintendent through the SGOD - Planning & Research Section announces the updating of online Masterlist of the School Heads. The updated masterlist will be the basis for the facilitation and housekeeping of the school head's User Account Management System - Learner Information System which will be done through the following link and schedule:

	Link	Regular Schedule of Updating the Masterlist of School Heads
Elementary	https://tinyurl.com/QuezonElemMasterlist	June, October and January
Secondary	https://tinyurl.com/QuezonSecmasterlist	

For the month of June, schools are expected to fill out the required information and update their masterlist before June 22, 2018 using the DepEd Email.

Strict compliance to and immediate dissemination of this Memorandum is desired.



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