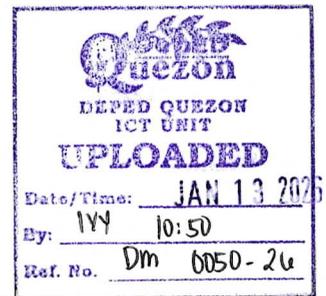




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



12 January 2026

DIVISION MEMORANDUM
 DM No. 0050, s. 2026

REQUEST FOR THE ASSISTANCE IN SORTING OF LEARNING ACTIVITY SHEETS (LASs) AND LIQUIDATION REPORTS

To: Assistant Schools Division Superintendents
 Division Chiefs
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned

- In view of the need to expedite the processing and sorting of Learning Activity Sheets (LASs) and Liquidation reports, this Office requests the following utility personnel of the following districts/schools to report to the Division Office on January 13-16, 2026, to wit:

Congressional	District	Name of School
1 st Congressional	Lucban	All High Schools
	Mauban North	All High Schools
	Mauban South	All High Schools
	Sampaloc	All High Schools
2 nd Congressional	Candelaria East	All High Schools
	Candelaria West	All High Schools
	Sariaya East	All High Schools
	Sariaya West	All High Schools
	Dolores	All High Schools
	San Antonio	All High Schools
4 th Congressional	Tiaong I & 2	All High Schools
	Atimonan 1 & 2	All schools (Elem & HS)

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Trunkline #: (042) 784-0366, (042) 784-0164,
 (042) 784-0391, (042) 784-0321



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2. Travel expenses shall be charged to School Maintenance and Other Operating Expenses (MOOE) or local funds subject to the usual accounting and auditing procedures.
3. Immediate and wide dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Supgda01/12/2026

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