



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



DEPED QUEZON
RECORDS SECTION

UPLOADED

Date/Time: 05.8.26 / 12:15pm
By: Michelle De Mesa
Ref. No.: DM 0427, s. 26

08 May 2026

DIVISION MEMORANDUM

No. 0427, s. 2026

**DEADLINE FOR SUBMISSION OF COPIES OF CONTRACTS OF SERVICE
OF THE 279 ELIGIBLE SCHOOLS**

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

1. In reference to the DepEd Office of the Undersecretary for Operations Memorandum **DM-OUHROD-2026-0095**, titled "Guidelines on the Renewal and Hiring of School-Based Administrative Support Staff under Contract of Service for FY 2026", this Office announces **the submission of COS contracts of the 279 eligible schools to the Personnel Section on or before May 11, 2026.**
2. **ALL** copies of contracts shall be submitted to the Personnel Section for proper verification. Soft copies of contracts including the mandatory documents shall be uploaded through this link:
<https://tinyurl.com/2026-COS-DOCS>
3. Please be reminded that **failure to submit the copies of contracts on or before the deadline may result in delays in the release of funds for the succeeding month.**
4. Immediate dissemination and strict compliance to this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Permm05/08/2026

DEPEDQUEZON-TM-SDS-04-009-003



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