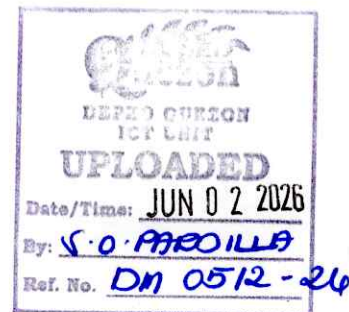




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



01 June 2026

DIVISION MEMORANDUM

No. 0512, s. 2026

CONDUCT OF PROJECT OSDS (OUTSTANDING SUPPORT DELIVERY SERVICES) FOR C.Y. 2026, A ONE-STOP SHOP FOR GOVERNMENT AGENCIES AND PROVISION OF TECHNICAL ASSISTANCE TO DEPED QUEZON CLIENTS

To: Assistant Schools Division Superintendent
 Division Chiefs
 Unit/Section/Office Heads
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 SDO Personnel
 All Others Concerned

1. The Department of Education Division of Quezon is pleased to announce the conduct of **Project OSDS (Outstanding Support Delivery Services)**, a one-stop shop that brings together various government agencies within the premises of DepEd Quezon. This initiative aims to provide convenient access to services offered by partner government agencies such as **GSIS, PhilHealth, and Pag-IBIG.**
2. In line with its commitment to promote the holistic well-being of both its internal and external stakeholders, DepEd Quezon's One-Stop Shop Project shall serve as a centralized hub where all DepEd clients, including students, teachers, and employees may conveniently access various services in one location. This initiative aims to streamline processes, reduce waiting time, and enhance the overall client experience.
3. The following key features will be available at the One-Stop Shop:

Key Features	Description
a. Integrated Service Center	Each participating government agency will have a dedicated kiosk within the One-Stop Shop. These kiosks will offer public assistance and information related to their respective agencies.



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b. Agency Desks	Agency desks will be established to facilitate in-depth assistance and address specific queries from DepEd Quezon personnel. Trained representatives from participating government agencies will be available at their respective desks to provide accurate information and guidance.
c. Comprehensive Services	A wide range of services will be offered including loan consultation, funding inquiry, membership registration, claims processing, pension and retirement benefits consultation, and more.

- All school heads are encouraged to disseminate this information to their respective teaching and non-teaching personnel and emphasize the significance of this initiative in enhancing the accessibility of extended government services for DepEd personnel.
- The conduct of this activity should not disrupt regular classes or impede the delivery of quality education. Adequate measures will be implemented to ensure that the activity within DepEd Quezon premises do not compromise the learning process. It is advised to refer to the “No Disruption of Classes Policy” and “Time-on-Task Policy”.
- Project OSDS One-Stop Shop is scheduled on the following dates:

Key Features	Description
June 11, 2026	Real Sub-Office, Real, Quezon

- For inquiries and other concerns, please coordinate with **Ms. Maria Dolores D. Atienza AO V** and **Mr. Neil Joseph G. Vendiola**.
- Immediate and wide dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent