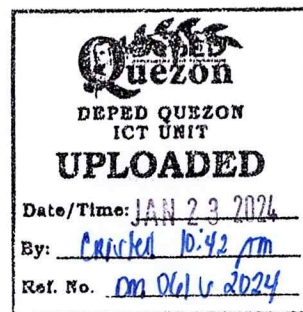




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



19 January 2024

**DIVISION MEMORANDUM**

DM No. 061, s. 2024

**SUBMISSION AND UPDATING OF NAMES OF FOCAL PERSONS FOR SCHOOL-BASED MANAGEMENT (SBM), SCHOOL GOVERNANCE COUNCIL (SGC), AND MONITORING AND EVALUATION (M&E)**

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

1. In facilitating the smooth and effective exchange of information in the delivery of programs, projects, and activities relative to School-Based Management (SBM), School Governance Council (SGC), and Monitoring and Evaluation (M&E), this Office through the School Governance and Operations Division – School Management Monitoring and Evaluation (SGOD-SMME) requests the Public Schools District Supervisors (PSDSs) to submit and update the names of focal persons for SBM, SGC and M&E in their respective school districts.
2. Please be advised that it is the discretion of the PSDSs to select their designated focal persons for the aforementioned DepEd-related programs.
3. Please submit the names on or before **January 26, 2024**, through the following links:

Designation	Links
District SBM Focal Person	<a href="https://tinyurl.com/UpdatedSBMFocal24">tinyurl.com/UpdatedSBMFocal24</a>
District SGC Focal Person	<a href="https://tinyurl.com/UpdatedSGCFocals24">tinyurl.com/UpdatedSGCFocals24</a>
District M&E Focal Person	<a href="https://tinyurl.com/UpdatedMnEFocals">tinyurl.com/UpdatedMnEFocals</a>

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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4. For wide dissemination and information of all concerned.

**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

smemgd1/19/2024

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