



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

March 4, 2021

**DIVISION MEMORANDUM**

DM No. 100, s. 2021

**CONSULTATION OF NAPSSHI OFFICERS WITH SECONDARY SCHOOL HEADS**

**To:** OIC-Assistant Schools Division Superintendents  
Chiefs - CID/SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
NAPSSHI Officers  
Select Secondary School Heads  
All Others Concerned

1. To confirm the details of secondary school heads profile and to complete the data needed for school heads mapping, the NAPSSHI Officers of SDO-Quezon will conduct a consultation with select secondary school heads on March 4-5, 2021.
2. The objective of the abovementioned activity is to come up with a finalized mapping of school heads which will serve as basis for transfer particularly of those who have been in their present station for 5 years and above.
3. Secondary school heads who will be consulted by NAPSSHI are requested to cooperate and to provide data to the assigned NAPSSHI Officers.
4. Posting and immediate disseminate of this memorandum is desired.

**ELIAS A. ALICAYA, JR.**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

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