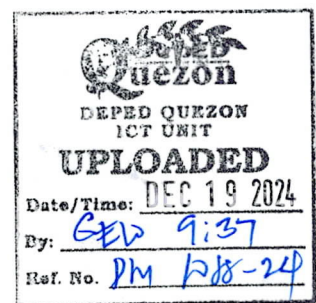




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



18 December 2024

DIVISION MEMORANDUM
DM No. 128, s. 2024

**WORK ARRANGEMENT OF SDO QUEZON (DIVISION OFFICE)
ON DECEMBER 19-20, 2024**

To: Assistant Schools Division Superintendents
Division Chief (CID and SGOD)
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. In line with Division Memorandum No. 1065, s. 2024, dated December 12, 2024, regarding the *2024 Year-End Accomplishment Review & Performance Appraisal and Planning Conference for CY 2025*, please be advised that the Schools Division Office will operate on a skeletal workforce arrangement on December 19, 2024 which is limited to receiving documents only from offices providing frontline services. Furthermore, there will be no transactions on December 20, 2024 due to the Thanksgiving Celebration of SDO Quezon.
2. Widest dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

DEPEDQUEZON-TM-SDS-04-009-003



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