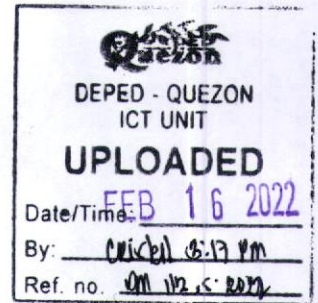




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE




16 February 2022

DIVISION MEMORANDUM
DM No. 112, s. 2022

**ONLINE MEETING OF THE DIVISION PLANTILLA-PAYROLL AUDIT TEAM AND
DISTRICT/SCHOOL PLANTILLA COORDINATORS**

To: OIC-Assistant Schools Division Superintendents
Division Plantilla-Payroll Audit Team
District/School Plantilla Coordinators
All Others Concerned

1. In line with the preparation of the proposed HR system entitled "Optimization of Personnel Information System" (Project OPIS), the Division Plantilla-Payroll Audit Team and District/School Plantilla Coordinators are requested to attend the online meeting on February 17, 2022 at 1:00 pm via Zoom (link: tinyurl.com/MEETINGOFPLANTILLACOORDINATORS, Meeting ID: 831 6574 3388 Passcode: 12345). All participants are advised to join the link 15 minutes before the designated schedule.
2. The agenda are as follows: Reconciliation of Plantilla Data, Target Deadline for reconciliation and Other Matters.
3. Immediate and widest dissemination of this Memorandum is desired.


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

rme02/16/2022

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