



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



11 November 2025

DIVISION MEMORANDUM
 DM No. 1145, s. 2025

CORRIGENDUM TO DIVISION MEMORANDA NOS. 465 & 747 S. 2025
RE: OFFICIAL DESIGNATION OF ALTERNATE SIGNATORIES
FOR DEPED QUEZON PROVINCE OFFICES

TO: Assistant Schools Division Superintendents
 Division Chiefs
 Education Program Supervisors
 Public Schools District Supervisors
 Public and Private Elementary and Secondary School Heads
 All Others Concerned

1. In reference to Division Memoranda No. 465 & 747 s. 2025 titled "Official Designation of Alternate Signatories for DepEd Quezon Province Offices", this Office hereby issues the updated alternate signatories in some offices in this division to act on behalf of the head of their respective offices in the event of official travel, business engagements or approved leave, to wit:

OFFICE	HEAD OF OFFICE / CHIEFS / SECTION HEADS	ALTERNATE SIGNATORIES
Schools Division Superintendent	Rommel C. Bautista, CESO V	<p>Roselyn Q. Golfo (DO Funds up to 5M)</p> <p>Lorena S. Walangsumbat (Special Education Fund (SEF), Trainings, Research Convention, Memo, Advisory)</p> <p>Aris S. Barrago (Reports in legal matters)</p>

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Trunkline #: (042) 784-0366, (042) 784-0164,
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Assistant Schools Division Superintendent	Roselyn Q. Golfo ASDS	1. Aris S. Barrago 2. Lorena S. Walangsumbat 3. Maria Dolores D. Atienza
Assistant Schools Division Superintendent	Aris S. Barrago Vocational School Administrator I OIC Office of the ASDS	1. Roselyn Q. Golfo 2. Lorena S. Walangsumbat 3. Juanito A. Merle
Assistant Schools Division Superintendent	Lorena S. Walangsumbat Chief Education Supervisor OIC Office of the ASDS	1. Roselyn Q. Golfo 2. Aris S. Barrago 3. Walter F. Galarosa
Curriculum Implementation Division	Walter F. Galarosa Education Program Supervisor OIC-Office of the CID Chief	1. Maria Dylin S. Garcia 2. Jaime F. Zara 3. Jee-Ann O. Borines
Planning	Akimi Therese M. Asano Project Development Officer I OIC-Office of the Planning Officer	1. Juanito A. Merle 2. Rodelio M. Esmerna Jr. 3. Alma M. Quiambao

2. Alternate signatories are authorized to sign routine documents, excluding those related to financial matters, or personnel appointments unless a separate memorandum specifically grants such authority.
3. All other details stipulated in the previous Memorandum shall remain in effect.
4. For immediate dissemination and implementation.


ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent

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