



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



19 November 2025

**DIVISION MEMORANDUM**  
 DM No. 1197, s. 2025

**REQUEST FOR THE ASSISTANCE IN COUNTING AND SORTING OF LEARNING ACTIVITY SHEET (LAS)**

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

- In view of the necessity to expedite the delivery and distribution of Learning Activity Sheet (LAS), this Office requests the following assistance of the schools concerned in the counting and sorting of their allotted Learning Activity Sheet according to the following schedule:

Congressional District	District	Date
1 <sup>st</sup> Congressional	Pagbilao 1 & 2, Tiaong 1 & 2	November 21, 2025
	Lucban	November 24, 2025
	Mauban North & South	November 25, 2025
4 <sup>th</sup> Congressional	Atimonan 1 & 2	November 26, 2025
1 <sup>st</sup> Congressional	Sampaloc	November 27, 2025
3 <sup>rd</sup> Congressional	Agdangan, Padre Burgos, Unisan	November 28, 2025

- Travel expenses shall be charged to School Maintenance and Other Operating Expenses (MOOE) or local funds subject to the usual accounting and auditing procedures.
- Immediate and wide dissemination of this Memorandum is desired.

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

Supgda11/19/2025  
 DEPEDQUEZON-TM-SDS-04-009-003



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