



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



27 February 2023

DIVISION MEMORANDUM

DM No. 163, s. 2023

HUNTAHAN WITH TOP MANAGEMENT

(1st ONLINE DIVISION MANAGEMENT COMMITTEE MEETING FOR C.Y. 2023)

To: Assistant Schools Division Superintendents,
CID & SGOD Chiefs,
All Unit/Section Heads,
Public Schools District Supervisors,
Elementary and Secondary School Heads,
All Others Concerned

1. DepEd Quezon will conduct Huntahan with the Top Management: 1st Online Management Committee Meeting on March 2, 2023. All Public Schools District Supervisors, Elementary and Secondary School Heads are advised to attend the meeting via Zoom on the given schedule.

Date and Time	Attendees	Link
March 2, 2023 8:00 a.m. (Thursday)	1 st and 3 rd Congressional District (Elementary and Secondary School Heads and PSDSs)	tinyurl.com/1stHuntahanCY2023Batch1 Meeting ID: 863 9973 9711 Passcode: 12345
March 2, 2023 1:00 p.m. (Thursday)	2 nd and 4 th Congressional District (Elementary and Secondary School Heads and PSDSs)	tinyurl.com/1stHuntahanCY2023Batch2 Meeting ID: 811 5592 1109 Passcode: 12345

2. Topics/Agenda in Huntahan with Top Management are the following:

- Conduct of Palarong Quezon 2023
- Discussion of New DepEd Issuances
- Important Announcements and Other Concerns of Division Chiefs and Section Heads

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

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3. All School Heads and PSDSs are requested to connect to the prescribed link 30 minutes before the meeting begins, and are all required to rename their zoom account with the following format, **Full Name_School Name/Schools District Name** for proper identification. Please be reminded also to put on the camera during the meeting. The host/facilitator shall remove any participant in the meeting who are found to be non-compliant with the online meeting reminders.
4. School Heads/Public Schools District Supervisors with internet difficulty may gather together in an area with better internet connection and with strict adherence to health and safety protocol.
5. School Heads of IU schools who will be attending the FY 2024 Pre-Planning Seminar Workshop and Budget Forum are advised to have their representatives in the Huntahan with the Top Management.
6. All expenses relative to this activity shall be chargeable against local fund / MOOE subject to usual accounting and auditing procedures.
7. Immediate dissemination of this Memorandum is desired.

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

Osdskoo02/27/2023

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