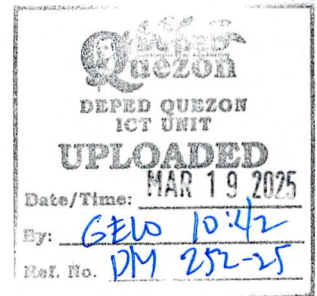




Republic of the Philippines  
**Department of Education**  
Region IV-A CALABARZON  
SCHOOLS DIVISION OF QUEZON PROVINCE



18 March 2025

**DIVISION MEMORANDUM**  
DM No. 252, s. 2025

**ADDENDUM TO DIVISION MEMORANDUM NO. 218, S. 2025**  
**RE: REORIENTATION ON ONE DEPED, ONE QMS**  
**CUM CASCADING OF SDO PROCESSES**

To: Assistant Schools Division Superintendents  
Division Chiefs  
Education Program Supervisors  
Public School District Supervisors

1. In line with **Division Memorandum No. 218, s. 2025**, all SDO units are hereby advised to designate one Job Order (JO) personnel to manage routine business transactions during the conduct of the *Reorientation on One DepEd, One QMS cum Cascading of SDO Processes* on *March 25-26, 2025*. This measure ensures uninterrupted operations and efficient delivery of services throughout the event.
2. Accordingly, please be informed that during the scheduled activity, SDO operations will be limited solely to receiving documents.
3. Immediate and widest dissemination of this Memorandum is desired.

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

SGORRA/03/18/2025

DEPEDQUEZON-TM-SDS-04-009-003



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