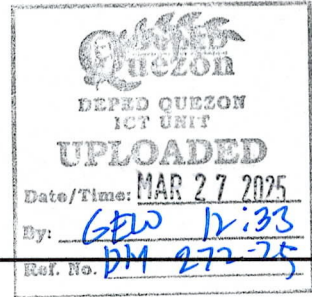




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



26 March 2025

DIVISION MEMORANDUM
 DM No. 272, s. 2025

1ST DIVISION MANAGEMENT COMMITTEE MEETING FOR C.Y. 2025

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

1. DepEd Quezon will conduct the 1st Division Management Committee Meeting for C.Y. 2025 on **April 7-8, 2025** at M.I Sevilla's Resort Lucena City. This activity aims to:
 - a. ensure strengthened communication channels in the field offices where the division officials converge to facilitate flow of significant information, issuances, programs and projects coming both from the Central Office, Regional Office down and Schools Division Offices.
 - b. improve the delivery of Basic Education services and ensures that the information are cascaded down to the school levels aligned with the PPAs of the Department of Education and SDO Quezon KALILAYAN program.
2. All Public Schools District Supervisors, Public Elementary and Secondary School Heads are advised to attend the meeting following the schedule below:

Date	Attendees
Batch 1 – April 7, 2025	1 st & 3 rd Congressional Districts (PSDSs, Elementary & Secondary School Heads)
Batch 2 – April 8, 2025	2 nd & 4 th Congressional Districts (PSDSs, Elementary & Secondary School Heads)

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Trunkline #: (042) 784-0366, (042) 784-0164,
 (042) 784-0391, (042) 784-0321



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

3. There will be a registration fee of P800.00 for each participant which will cover the meal for the participants. The first meal to be served shall be morning snacks while the last meal shall be afternoon snacks. Registration starts at 7:00a.m. at the venue.
4. Registration fee and travel expense shall be charged to the respective School MOOE/local funds of the School Heads, while the travel and other incidental expenses of SDO personnel and PSDSs shall be charged to Division MOOE/local funds, subject to usual accounting and auditing procedures. Please refer to DM 910, s. 2022 for clarifications on travel guidelines.
5. Immediate dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent


JOEPI F. FALQUEZA
Assistant Schools Division
Superintendent

cid-ims/dmbd/lsw/03/25/2025

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Trunkline #: (042) 784-0366, (042) 784-0164,

(042) 784-0391, (042) 784-0321