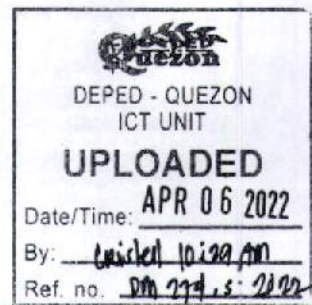




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



04 April 2022

DIVISION MEMORANDUM
DM No. 274, s. 2022

INAUGURATION CEREMONY OF CATANAUAN SUB-OFFICE

To: Assistant Schools Division Superintendents,
Chief (CID and SGOD),
Section Chiefs,
Education Program Supervisors and Specialists,
Public Schools District Supervisors Officers,
Public Schools District Supervisors of 3rd Congressional District,
National Association of Public Secondary Schools of the Philippines Inc. (NAPSSPHIL) Officers,
Philippine Elementary Schools Principal Association (PESPA) Officers,
All Others Concerned

1. In the pursuit to provide the best practices to its clientele, SDO Quezon formally launches Project DeVOLVES (Deconcentration of Vital Operations for Leveraging Volume of Education Services) in Catanauan Sub-Office at Catanauan Central Elementary School on April 7, 2022 (Thursday). Project DeVOLVES aims to decentralize select crucial processes and basic education services to subordinate field offices for faster transaction, improve support service delivery and communication, judicious use of government funds, broaden scope of customer feedback collection and enhance effectiveness and efficiency in the management of human and material resources.
2. The attendees to this event are the Top Management, Guests from DepEd Central and Regional Offices, Schools Division Superintendents of CALABARZON, Chief (CID and SGOD), Section Chiefs, Education Program Supervisors and Specialists, PSDSs of Congressional District 3, concerned School Heads, Officers of QUEDSA, NAPSSHI and PESPA.

DEPEDQUEZON-TM-SDS-04-009-003



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Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



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3. The launching will formally start with a thanksgiving mass at 9:00 a.m. while the ceremonial, ribbon cutting and blessing will follow at 10:00 a.m. It will be graced by some DepEd Key Officials from the Central, Regional and Division Offices.
4. All attendees shall strictly observe health protocols set by the Inter-Agency Task Force (IATF) including, but not limited to, social distancing, temperature monitoring, and sanitation of premises. Those with commorbidity/ies and 60 and above years old are discouraged to attend the said event.
5. The committee for this activity are attached in Enclosure 1. The expenses relative to this will be charged to Division MOOE, while travelling expenses will be charged to local funds/school/division MOOE subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and strict compliance with this Memorandum is desired.

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

cid-ims/sw/dmbd/04/04/2022

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Enclosure No. 1 to DM No. 274, s. 2022

COMMITTEE ON LAUNCHING OF PROJECT DeVOLVES – CATANAUAN SUB-OFFICE
APRIL 7, 2022

Chairman.....ASDS Herbert D. Perez

Co- Chairman.....Lorena S. Walangsumbat

Program Invitation.....Lorena S. Walangsumbat
Abner L. Pureza
Jee-Ann O. Borines
Marbin Jeramil D. Fragata
Joe Angelo L. Basco

Accommodation, Reception & Transportation.....Maria Dolores D. Atienza
Shiela E. Javen
Wennie O. Gaela
Sherelyn Pardilla

Preparation of documents, Foods/Token.....Elizabeth M. De Villa
Regina V. Marino
Dra. Lala Tesalona
Gilbert Alva

Mass/Blessing, Physical Arrangement Decoration & Sound System....Sheila E. Javen
(Flower for Ribbon Cutting, Candles, etc.) PSDS Chona Andrade
Joseph Presly Labaguez -PIII
Other School Heads

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AVP/ DocumentationDivision Information & Creative Team

Wilbert B. Porteza
Oscar R. Duma Jr.
Kenneth Christian Villamiel
Wins Marian Dela Cruz
Edmond J. Malihan
Jeth Ysrael R. Manalo

Finances.....Edmundo R. Marin Jr.
Catherine A. Pureza

