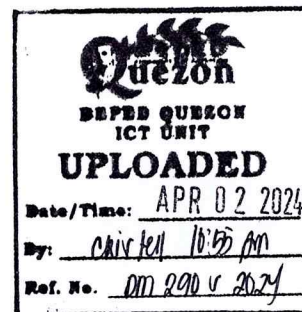




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



01 April 2024



DIVISION MEMORANDUM

DM No. 290, s. 2024

ADDENDUM TO DM NO. 279 S. 2024 CAPACITY BUILDING OF ADMINISTRATIVE OFFICER II AND PROJECT DEVELOPMENT OFFICER I (NEWLY CREATED POSITION OF 2023) ON THEIR DUTIES AND RESPONSIBILITIES

To: Assistant Schools Division Superintendents
Chiefs - CID/SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Administrative Officers II
Project Development Officers I
All Others Concerned

1. In reference to Division Memorandum No. 279 S. 2024 entitled "Capacity Building of Administrative Officer II and Project Development Officer I (Newly Created Position of 2023) on their Duties and Responsibilities", this Office would like to inform the participants that the venue of the activity is at M.I. Sevillas Resort, Brgy. Domoit, Lucena City.
2. Other details stipulated in the previous Memorandum shall remain in effect.
3. Immediate dissemination of this Memorandum is earnestly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

DEPEDQUEZON-TM-SDS-04-009-003



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