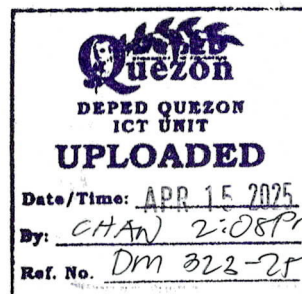




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



15 April 2025

**DIVISION MEMORANDUM**  
DM No. 323, s. 2025

**ADDENDUM TO THE DIVISION MEMORANDUM NO. 320 S. 2025 RE: CONDUCT  
OF TECHNICAL ASSISTANCE OF SELECT ADMINISTRATIVE OFFICER II  
ON THE ADMINISTRATIVE PAYROLL SERVICES**

To: Assistant Schools Division Superintendent  
Division Chiefs  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. With reference to **Division Memorandum No. 320 s. 2025**, regarding the CONDUCT OF TECHNICAL ASSISTANCE OF SELECT ADMINISTRATIVE OFFICER II ON THE ADMINISTRATIVE PAYROLL SERVICES, this Office, through the Administrative Section, informs all concerned of the postponement of the said activity scheduled on April 15-16, 2025. A new schedule will be communicated at a later date.
2. All other details stipulated in the previous Memorandum shall remain in effect.
3. Immediate dissemination of this Memorandum is desired.

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

LRM04152025  
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

 DepEdTayoQuezon

 [www.depedquezon.com.ph](http://www.depedquezon.com.ph)

 [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)