



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



09 May 2023

DIVISION MEMORANDUM
DM No. 340, s. 2023

ADDENDUM AND CORRIGENDUM TO DM. NO. 304 S. 2023 DIVISION ORIENTATION AND PROVISION FOR TECHNICAL ASSISTANCE IN THE 2023 GUIDELINES ON RECRUITMENT, SELECTION AND APPOINTMENT OF SELECTED ADMINISTRATIVE OFFICERS II, SCHOOL HEADS AND PUBLIC SCHOOL DISTRICT SUPERVISORS

**To: Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, Schools Governance Operation Division
HRMPSB-Chairman, Members and Secretariat
All Concerned**

1. In connection with Division Memorandum No. 304 s. 2023 Division Orientation and Provision for Technical Assistance in the 2023 Guidelines on Recruitment, Selection and Appointment of Selected Administrative Officers II, School Heads and Public Schools District Supervisors, the following name shall be included in the list of participants:

LIST OF PARTICIPANTS (CLUSTER 2 – GUMACA SUB-OFFICE)

NAME	POSITION
1. Zara C. Orbe	P-I
2. Joselyn Entienza	P-I

2. Since this is a live-out activity, travelling expenses, lodging and food not provided by the SDO shall be charged to the respective schools/offices MOOE/local funds subject to the usual accounting and auditing rules and regulations. Please refer to DM 910 s. 2022 for clarifications on travel guidelines.
3. All other items stated in the Memorandum shall remain the same.
4. 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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