




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


DEPED - QUEZON
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07 June 2023

DIVISION MEMORANDUM

DM No. 395, s. 2023

**OFFICER-IN-CHARGE IN LIEU OF THE TOP MANAGEMENT'S ATTENDANCE IN
THE CONDUCT OF FELLOWSHIP OF LEADERS IN AN EXPERIENTIAL
ENGAGEMENT FOR A RESILIENT TEAM (FLExpERT)**

To: Assistant Schools Division Superintendents,
Division Chiefs and Section/Unit Heads,
Public Schools District Supervisors,
Elementary and Secondary School Heads,
All Others Concerned

1. In view of the attendance of the Top Management in the conduct of Fellowship of Leaders in an Experiential Engagement for a Resilient Team (FLExpERT), the following are hereby designated as the *Officer-In-Charge* on **June 8-9, 2023 and June 13-15, 2023**. They will sign all routine communications except appointments and financial matters.

Name	Position	Schedule
ELIZABETH M. DE VILLA	SGOD Chief	June 8-9, 2023 (Thursday to Friday)
LORENA S. WALANGSUMBAT	CID Chief	June 13-15, 2023 (Tuesday to Thursday)

2. In this connection, official correspondence shall be signed as follows:

FOR:

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

BY:

FULLNAME OF DESIGNATED OIC
Position

DEPEDQUEZON-TM-SDS-04-009-003



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3. Immediate dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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