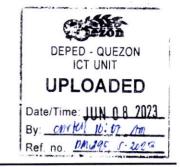


Republic of the Philippines

Department of Education

REGION IV-A SCHOOLS DIVISION OF QUEZON PROVINCE



07 June 2023

DIVISION MEMORANDUM

DM No. <u>395</u>, 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

 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

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Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321

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



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3. Immediate dissemination of this Memorandum is desired.

ROMMEL\C. BAUTISTA, CESO V

Schools Division Superintendent



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