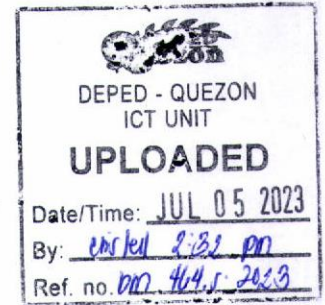




Republic of the Philippines
Department of Education
REGION IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



03 July 2023

DIVISION MEMORANDUM
DM No. 464, s. 2023

**SUBMISSION OF THE 2023 SECOND QUARTER ADOPT-A-SCHOOL
PROGRAM REPORT**

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
School Heads In-Charge of Governance and Operations (SHIGOs)
Adopt-A-School Program Coordinators
All Other Concerned

1. This Office, through the School Governance and Operations Division – Social Mobilization and Networking Section advises all Adopt-a-School Program District Coordinators to submit the consolidated summary of donations for the Second Quarter ASP 2023 Reports through this link: <https://tinyurl.com/2ndQ2023ASPReport> on or before **July 10, 2023, 5:00 in the afternoon.**
2. Relatively, templates to be used can be accessed through this link, <https://tinyurl.com/ASPReportTemplates>.
3. For clarifications, please contact **SEPS Paul Clifford N. Marquez** at mobile number **0956.759.7388** or through email, sdo.quezon.smn@deped.gov.ph.
4. Widest dissemination of this Memorandum is earnestly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

smn07/03/2023

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