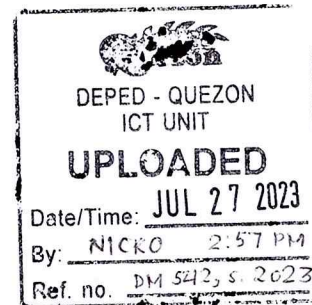




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



27 JULY 2023

DIVISION MEMORANDUM
DM No. 542, s. 2023

COMPOSITION OF DIVISION PLANNING TEAM (DPT)

To: Assistant Schools Division Superintendents
Division Chiefs/unit Heads
Division Personnel
Division Planning Team Members
Public Schools District Supervisor
School Heads
All Others Concerned

1. This Office announces the 2023 Composition of Division Performance Planning team.

Name	Position
Chairperson: Rommel C. Bautista, CESO V	Schools Division Superintendent
Co-Chairperson: Gregorio T. Mueco	Assistant Schools Division Superintendent
Members	
Edward D. Garcia	OIC – Assistant Schools Division Superintendent
Herbert D. Perez	Assistant Schools Division Superintendent
Lorena S. Walangsumbat	CID Chief Education Program Supervisor
Elizabeth M. De Villa	SGOD Chief Education Program Supervisor
Oscar R. Duma Jr.	Senior Education Program Specialist, PAR
Marbin Jeramil D. Fragata	Planning Officer III
Catherine A. Pureza	Budget Officer III
Edmundo Marin Jr.	Accountant III

DEPEDQUEZON-TM-SDS-04-009-003



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2. The DPT shall have the following functions and responsibilities:
 - a. Develop the division education development plans (DEDP), programs and standards consistent with the national education policies, plans and standards;
 - b. Take responsibility of providing the division, districts and learning centers with economical, efficient and effective services relating to strategic and operational planning, program projects and activities implementation and monitoring and evaluation;
 - c. Adopt internal rules, procedures and strategies in carrying out the above responsibilities including schedule of meetings and deliberations and delegation of authority to representatives in case of absence of DPT members.

3. Moreover, the DPT shall:
 - a. Provide orientation seminars and technical assistance to schools and ensure their understanding on the Division and School Strategic Plans (DEDP/SIP) and conduct regular progress monitoring to address gaps and gains during implementation (DO 44 s. 2015).
 - b. Manage the implementation of Program Management Information System and ensure that all activities/processes are being done in accordance to existing rules and regulations (DO 11,2021).

4. Widest dissemination of this Memorandum is desired


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Parmjdf07/27/2023

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