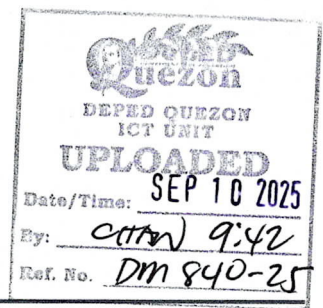




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



09 September 2025

**DIVISION MEMORANDUM**  
DM No. 840, s. 2025

**BLOODLETTING ACTIVITY AND MEDICAL MISSION**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Section/Unit Heads  
All Others Concerned

1. In connection with the letter from Civil Service Commission Regional Office IV dated August 11, 2025 with subject same as above, attached is a copy of the said letter for your reference.
2. Participation is highly encourage.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

Admlabm09/09/2025

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164,  
(042) 784-0391, (042) 784-0321



rga  
8/15/25

**Civil Service Commission Regional Office IV**

August 11, 2025

**MR. ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent  
Department of Education - Quezon  
Pagbilao, Quezon

**THRU: MS. WENNIE O. GAELA**  
**Administrative Officer IV/HRMO**

Dear SDS Bautista:

Warm greetings from the Civil Service Commission – Regional Office No. IV!

In line with the 2025 Philippine Civil Service Anniversary celebration, our office will be spearheading a major event—a Bloodletting Activity and Medical Mission—on September 16, 2025 at Quezon Convention Center, Capitol Compound, Lucena City.

As we commemorate this milestone as *lingkod-bayan*, we hope to make the occasion even more meaningful by encouraging acts of service that save lives. In this regard, we respectfully request the participation of your teaching and non-teaching personnel as blood donors during the activity. Your agency's involvement would be a valuable contribution to this life-saving endeavor.

To assist us in the planning and coordination of the event, we kindly request that your office inform us of the number of confirmed donors on or before August 27, 2025.

For any questions or clarifications, you may contact us at (042) 797-09-23 or via email at ro04.fo\_quezon@csc.gov.ph. Please look for Director Lily Beth L. Majomot or Ms. Joanne R. Penascosas. For your reference, Annex A outlines the qualifications for eligible blood donors and other information

We sincerely thank your office for the consistent support you have extended to CSC's programs and projects throughout the years. We look forward to your positive response and continued partnership with CSC Regional Office IV.

Very truly yours,

  
**MARIA LETICIA G. REYNA**  
Director IV

Approved and supported by:

  
**HON. ANGELINA D.L. TAN**  
Provincial Governor of Quezon Province

**Bawat Kawani, Lingkod Bayani**