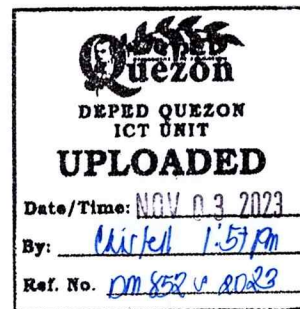




Republic of the Philippines
Department of Education
Region IV-A

SCHOOLS DIVISION OF QUEZON PROVINCE



27 October 2023

DIVISION MEMORANDUM

DM No. 852, s. 2023

RECONSTITUTION OF THE DIVISION PROVIDENT FUND SECRETARIAT

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

1. Pursuant to Paragraph IV- Section 2 of the revised Implementing Guidelines for the DepeEd Provident Fund and DepEd Order No. 12 s. 2004, the SDO Quezon Provident Fund is hereby reconstituted as follows;

Chairman : **ROMMEL C. BAUTISTA**
Schools Division Superintendent

Vice-Chairman: **GREGORIO T. MUECO**
Assistant Schools Division Superintendent

Members:

Maria Dolores D. Atienza	- Administrative Officer V
Wennie O. Gaela	- HRMO
Edmundo R. Marin Jr.	- Accountant III
Catherine A. Pureza	- Budget Officer III
Shiela E. Javen	- Cashier

Processors/Secretary:

Jayzelle R. Oliveros	- Administrative Assistant III
Chaenkee C. De Los Reyes	- Administrative Assistant III

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

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



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

2. The Division Secretariat shall perform the function enumerated in Part VI and VII of the DepEd Order No. 2 s, 2004.

3. For information and guidance of all concerned.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

oasdshtm10/27/2023

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

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