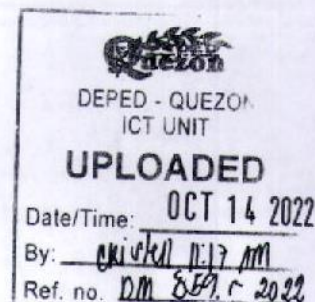




Republic of the Philippines
Department of Education
REGION IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



13 October 2022

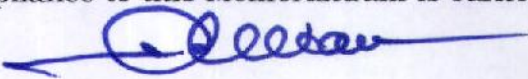
DIVISION MEMORANDUM

DM No. 859, s. 2022

DRY RUN OF PROJECT OPIS (V.1)

To: Assistant Schools Division Superintendent
SGOD & CID Chief
Public Schools District Supervisors
Section Heads
Elementary and Secondary School Heads
All Teaching and Non-Teaching Personnel
All Others Concerned

1. In connection with Division Memorandum No. 746, s. 2022 re: Orientation and Simulation of Optimization of Personnel Information System (Project Opis V.1), this Office shall conduct a Dry-Run of the said system on October 14 and 17, 2022.
2. The dry-run will be implemented to determine the difficulties encountered by the end-users as well as the features that need to be adjusted to make the system more user-friendly and effective. The data that will be gathered from the end-users shall serve as basis for further improvement of the system before the actual implementation takes place.
3. Participants in the dry-run are the Administrative Assistants from the HR Office of SDO Quezon-Pagbilao. It shall be facilitated by the Division ITO-Mr. Wilbert Porteza and Administrative Officers II Mr. Rod Esmerna and Arvin Zeta.
4. Immediate dissemination and of compliance to this Memorandum is earnestly desired.


ELIAS A. ALICAYA, JR. EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

ictwhp/ 10/ 13/ 2022

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