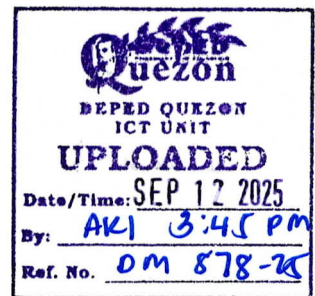




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



11 September 2025

DIVISION MEMORANDUM

DM No. 878, s. 2025

**ADDENDUM TO DM NO. 831 S. 2025 RE: SEMINAR-WORKSHOP ON THE
RECONCILIATION AND HARMONIZATION OF PLANTILLA DATA
VIS-A-VIS APPOINTMENT, SERVICE RECORD AND
PAYROLL MASTER FILE IN PREPARATION
FOR THE FY 2026 NEP**

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Plantilla Coordinators
All Others Concerned

1. With reference to Division Memorandum No. 831 dated September 05, 2025, titled "SEMINAR-WORKSHOP ON THE RECONCILIATION AND HARMONIZATION OF PLANTILLA DATA VIS-A-VIS APPOINTMENT, SERVICE RECORD AND PAYROLL MASTER FILE IN PREPARATION FOR THE FY 2026 NEP", the venue will be at **M.I Sevillas Farm & Resort, Brgy. Domoit, Lucena City.**
2. The final registration fee for the said activity are listed below:

Date	Training Modality	Participants	Registration Fee
September 15-17, 2025	On-Site	Elementary District Plantilla Coordinators	Php 5,197.00

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
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		(see the List of of On-Site Elementary Participants)	
September 15-16, 2025	On-Site	JHS & SHS Plantilla Coordinators (see the List of On-Site Secondary Participants)	Php 3,198.00

3. All other information contained in the Memorandum shall remain the same.



ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Permejr09/11/2025
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