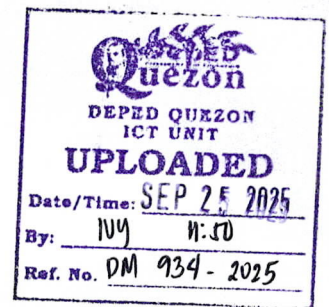




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



23 September 2025

**DIVISION MEMORANDUM**

DM No. 934, s. 2025

**REITERATION OF DIVISION MEMORANDUM NO. 812 s. 2025, PROGRAM  
SUPPORT FUND FOR THE TRUCKING AND DELIVERY OF GRADE 4  
ELEMENTARY TEXTBOOKS (TX's) AND TEACHERS' MANUAL (TM's)**

**To:** Assistant Schools Division Superintendents  
CID (Chief and SGOD)  
Public School District Supervisor  
Elementary School Heads  
District Property Custodian/Administrative Officer II  
All Others Concerned

1. In reference to Division Memorandum No. 812, s. 2025, **Program Support Fund for the Trucking and Delivery of Grade 4 Elementary Textbooks (TX's) and Teacher's Manual (TM's)** dated September 2, 2025, this Office reiterates the need to submit the required documents in order to download the allocated fund on or before **September 29, 2025**.
2. Please refer to the attached enclosure for the list of districts/schools that have not yet submitted required supporting documents: (a. delivery receipts b.)inventory custodian slips (ICS) c.) photocopy of school head payroll account)
3. Non-compliance to this Memorandum will result in the following:
  - Submission of an explanation letter addressed to the Head of Office for the failure to submit the documentary requirements
  - Reflection to OPCR/IPCRRF; and
  - Removal from the list of recipients should there be another support fund in the future.
4. Travel expenses shall be charged to School Maintenance and Other Operating Expenses (MOOE) or local funds subject to the usual accounting and auditing procedures.
5. For any concerns or clarifications, you may contact Supply Officer II George D. Aguila at (042) 784-0321 local 161.
6. Immediate and strict compliance of this Memorandum is desired.

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

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



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Enclosure to DM No. \_\_\_\_\_ s.2025

DISTRICT	NAME OF SCHOOL
1. BURDEOS	Burdeos CS
2. LUCBAN	PEL 1
3. MAUBAN NORTH	Mauban North ES I
4. MAUBAN SOUTH	Mauban South CES I
5. PATNANUNGAN	Patnanungan CES
6. JOMALIG	Jomalig CES
7. PANUKULAN	Panukulan CES
8. CANDELARIA WEST	Candelaria ES Main
9. DOLORES	Dolores CS
10. SAN ANTONIO	San Antonio CS
11. TIAONG	Claro M. Recto Mem. CS
12. CATANAUAN	Catanauan CS
13. MULANAY	Mulanay CES
14. AGDANGAN	Agdangan CS
15. SAN ANDRES	San Andres CS
16. SAN FRANCISCO	Aurora ES
17. SAN NARCISO	San Narciso CS
18. ALABAT	Alabat CS
19. CALAUAG EAST	Calauag East CS
20. CALAUAG WEST	Sabang ES
21. GUMACA WEST	Gumaca West CS
22. LOPEZ EAST	Don Emilio Salumbides ES
23. PEREZ	Perez CS
24. PLARIDEL	Plaridel CS
25. QUEZON	Quezon CS
26. TAGKAWAYAN	Tagkawayan CES

Supgda9/23/2025

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