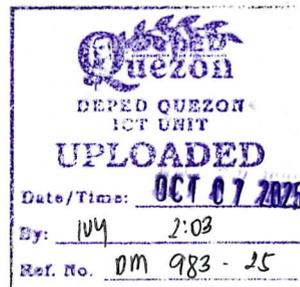




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



7 October 2025

DIVISION MEMORANDUM

DM No. 983, s. 2025

**DESIGNATION OF MICHELLE P. DE MESA AS OFFICER-IN-CHARGE OF THE
SUPPLY SECTION**

**To: Assistant Schools Division Superintendents
Chief, CID/SGOD
Education Program Supervisors
HRMPSB Members
Public Elementary and Secondary School Heads
All Others Concerned**

1. This is to announce the designation of **Ms. Michelle P. De Mesa**, as **Officer-in-Charge (OIC) – Supply Section** of DepEd Division of Quezon from **October 2 to October 24, 2025**.
2. Ms. De Mesa shall sign official correspondence in the following manner:

Michelle P. De Mesa
Administrative Assistant III
OIC-Supply Officer
3. Widest and immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Percp10/07/2025

DEPEDQUEZON-TM-SDS-04-009-003



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