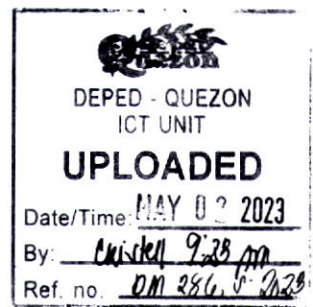




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



02 May 2023

DIVISION MEMORANDUM

DM No. 286, s. 2023

**SUPERINTENDENT'S ATTENDANCE IN MERIT SELECTION PLAN (MSP) AND
RECRUITMENT, SELECTION AND APPOINTMENT (RSA) GUIDELINES
ORIENTATION FOR DEPED APPOINTING OFFICERS/AUTHORITIES**

To: Assistant Schools Division Superintendents,
Division Chiefs and Section/Unit Heads,
Public Schools District Supervisors,
Elementary and Secondary School Heads,
All Others Concerned

1. In view of the attendance of the undersigned to the Merit Selection Plan (MSP) and Recruitment, Selection and Appointment (RSA) Guidelines Orientation for Deped Appointing Officers/Authorities, the following are hereby designated as the *Officer-In-Charge* on **May 2-4, 2023**. They will sign all routine communications except appointments and financial matters.

Name	Position	Schedule
EDWARD D. GARCIA	OIC-ASDS	May 2, 2023 (Tuesday)
GREGORIO T. MUECO	ASDS	May 3, 2023 (Wednesday)
HERBERT D. PEREZ	ASDS	May 4, 2023 (Thursday)

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. In this connection, official correspondence shall be signed as follows:

FOR:

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

BY:

FULLNAME OF DESIGNATED OIC
Position

3. Immediate dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent ✓

osdsSVD05/02/2023

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