



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

April 19, 2021

OFFICE MEMORANDUM
OM No. 021, s. 2021

MEETING OF PERSONNEL SECTION

To: All Personnel Section Head and Staffs
All Administrative Officer II Trainees

1. Please be advised to attend the meeting on April 19, 2021, Monday, 11:30 A.M at Personnel Section Office.
2. The objective of this meeting is to discuss and to identify the different processes of Personnel Section that will be applicable for the Sub-offices of DepEd Division of Quezon.
3. The attendees are advised to strictly follow existing health and safety protocols.
4. Expenses relative to the said meeting are chargeable against local fund subject to usual accounting and auditing procedures.
5. Attendance is a must. For strict compliance.

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



PERrme04/19/2021

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

