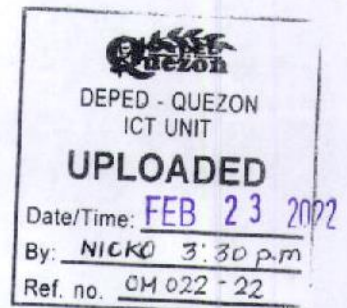




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



OFFICE MEMORANDUM
OM No. 022, s. 2022

23 February 2022

**2nd DIVISION TOP MANAGEMENT MEETING WITH DIVISION CHIEFS
AND UNIT/SECTION HEADS FOR C.Y. 2022**

**TO: OIC-Assistant Schools Division Superintendents,
Curriculum Implementation Division Chief,
School Governance and Operations Division Chief,
All Section/Unit Heads,
All Others Concerned**

Please be advised to attend the meeting on **February 24, 2022 (Thursday) at 10:00 a.m. to 12 noon only** via google meet. Meeting link will be sent to the official group chat of TM with Section Heads a day before the meeting.


Attendees to the meeting are the OIC-Assistant Schools Division Superintendents, CID and SGOD Chiefs, all Unit/Section Heads, and one (1) staff/secretary from each Division/Unit/Section. All are requested to connect to the prescribed link 15 minutes before the meeting begins.

The agenda of the meeting are as follows:

1. Claims and Benefits
2. Face-to-Face Classes Validation in Perez and Alabat
3. Other matters

All expenses relative to this activity shall be chargeable against local fund subject to usual accounting and auditing procedures.

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

OSDSsvd02/23/2022

DEPEDQUEZON-TM-SDS-04-010-004



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