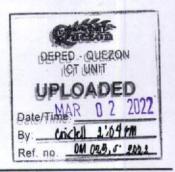


Republic of the Philippines

Department of Education

Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



28 February 2022

OFFICE MEMORANDUM OM No. <u>028</u>, s. 2022

SKILLS ENHANCEMENT OF CATANAUAN SUB-OFFICE PERSONNEL

To: OIC-Assistant Schools Division Superintendent Chiefs, CID & SGOD Section Heads Catanauan Sub-Office Staff All Others Concerned

In this time of Pandemic, there is a need to sustain SDO Quezon's efficient and effective service delivery to all its customers and strengthen the implementation of Republic Act 11032 or Ease of Doing Business and Efficient Government Service Delivery Act of 2018 which aims to streamline the current systems and procedure of government services.

In connection with this, and in preparation for the upcoming Formal Opening of the Catanauan Sub-Office, this office announces the conduct of Skills Enhancement of Catanauan Sub-Office Personnel on March 1-2, 2022

To ensure effective and efficient operation of DepEd Quezon Catanauan Sub-Office, the same guidepoints stipulated in the Division Memorandum No. 590, s. 2021 Re: Soft Opening of DepEd Quezon Sub-Office in Gumaca National High School, Gumaca, Quezon shall be followed.

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

Immediate dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR., EdD

Assistant Schools Division Superintendent

Officer-In-Charge

Office of the Schools Division Superintendent

DEPEDQUEZON-TM-SDS-04-010-003



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