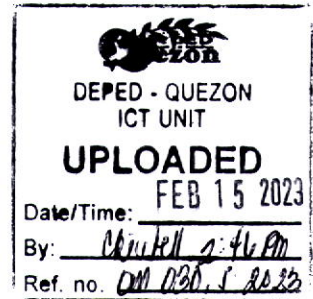




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



12 February 2023

**OFFICE MEMORANDUM**  
**OM No. 030, s. 2023**

**ENCODING OF PMIS PRE-PLANNING WORK AND FINANCIAL PLAN 2024**

**TO:** Assistant Schools Division Superintendents  
SGOD and CID Chiefs  
Section/Unit Heads  
Division Program Focal Person/Coordinators

In line with the implementation of DepEd Order 11, 2021 Guidelines on the *Implementation of the Program Management Information System (PMIS)*, all Functional Divisions and Section Heads are advised to send their PMIS focal person to attend the ENCODING OF PMIS PRE-PLANNING WORK AND FINANCIAL PLAN 2024 at the Division Library Hub on February 28, 2023 8:30a.m.-5:00p.m.

It is understood that the outputs of the recent pre-planning activity will be encoded in the PMIS and will be finalized during the post-planning activities in October 2023.

Participants are expected to strictly adhere with the IATF protocols and are advised to bring Laptop and Extension Wires and Pre-Planning Outputs.

Meals and other expenses shall be charged against MOOE Funds subject to the usual accounting and auditing rules and regulations.

Strict compliance with this Memorandum is desired.

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

Parmjdf02/12/2023

DEPEDQUEZON-TM-SDS-04-010-003



*"Creating Possibilities, Inspiring Innovations"*

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**PARTICIPANTS ON THE ENCODING OF PMIS  
PRE-PLANNING WORK AND FINANCIAL PLAN 2024**

Preliminaries

Philippine National Anthem  
Opening Prayer  
Quality Management System Policy  
CALABARZON March  
Quezon Hymn

Review on the Basics of WFP

DPO Marbin Jeramil D. Fragata

Workshop Proper

DPO Marbin Jeramil D. Fragata  
BO Catherine A. Pureza

Way Forward





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

**LIST OF PARTICIPANTS**

<b>Name</b>	<b>Position</b>	<b>Office</b>
KRISTOFFER O. OINEZA	AO II	OSDS - SDS Office
MARISSA L. MARAGAY	ADAS III	OSDS - ASDS Office
MARINEL I. OBMERGA	ADA VI	OSDS - ASDS Office
NORVIC C. VILLANIA	AO II	OSDS - Admin
CATHERINE A. PUREZA	Budget Officer III	OSDS - Budget
ROWENA ADALIM	Administrative Assistant III	OSDS - Budget
EDMUNDO MARIN JR.	Accountant	OSDS - Accounting
MARIA AUBREY AURELLANA	ADAS III	OSDS - Accounting
HILARIONA E. CORONADO	AO IV	OSDS - Procurement
MA. GLORIA CANTOS	ADAS II	OSDS - Cashier
MICHELLE D. PORNOBI	ADAS III	OSDS - Supply
RODELIO ESMERNA	AO II	OSDS - HR
SHERELYN O. PARDILLA	AO IV	OSDS - Records
CRISTELL MAE DIANNE D. MANGUBAT	ADAS VI	OSDS - ICT
FLORICEL R. LAGOS	ADAS III	OSDS - Legal
JEE ANN O. BORINES	EPS	CID - LRMSD
ADELINE BUENAFE	EPSA	CID - ALS
RAYMOND NIEVA	Administrative Aide I	CID - IMS
SHARA S. GARCIA	ADAS III	SGOD
REGINA V. MARINO	SEPS	SGOD - HRTD
MARIA BERNADIT TUPAS	EPS	SGOD - SMME
LEA A. PEREZ	PDO I	SGOD - YFS
MARBIN JERAMIL D. FRAGATA	Planning Officer III	SGOD - PAR
MICHELLE G. DUMA	EPS	SGOD - GAD Coordinator
GIAN CARLO PARDILLA	Engineer	SGOD - EFS
MARY JOYCE SALAMAT	EPS	SGOD - SMN
ARVIN P. REPASO	PDO	SGOD - DRR
MA. TERESITA ABELLA	Nurse II	SGOD - Health
HEIDI GABRIEL	Nurse II	SGOD - Health
JOSE MACARIO PATINO	Dentist II	SGOD - Health

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