



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



DEPED - QUEZON
ICT UNIT

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OFFICE MEMORANDUM
OM No. 054, s. 2022

May 12, 2022

**TOP MANAGEMENT MEETING IN PREPARATION FOR THE CONDUCT OF MID-YEAR
PROGRAM IMPLEMENTATION REVIEW C.Y. 2022 AND GAD ACTIVITY**

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

Please be advised to attend the meeting on **May 17, 2022 (Tuesday)** at **1:30 p.m.** at the **Library Hub**, Schools Division Office-Pagbilao, Quezon.

Attendees to the meeting are the Assistant Schools Division Superintendents, CID and SGOD Chiefs, and all Unit/Section Heads.

The agenda of the meeting are as follows:

1. Preparation for Mid-Year Program Implementation Review (PIR)
2. Planning of Gender and Development (GAD) Activity for SDO Personnel
3. Other Matters

Also, all attendees are requested to prepare and bring their respective activity proposals for the conduct of Mid-year PIR and GAD Activity.

Strict adherence to health and safety protocols shall be observed. 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

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