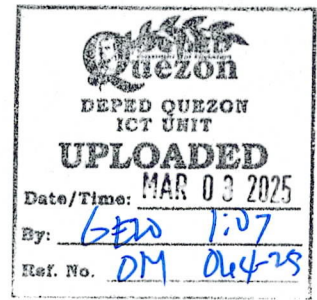




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



27 February 2025

OFFICE MEMORANDUM

OM No. 064, s. 2025

KAPEHAN AT USAPAN: SIPPING THROUGH BREWING MANAGEMENT ISSUES & CONCERNS

To: Assistant Schools Division SuperintendentS
 Division Chiefs – CID & SGOD
 Heads – Units/Sections
 All Others Concerned

In line with our continuous effort to improve the processes within the Division Office, we are pleased to announce the upcoming activity titled “**Kapehan at Usapan: Sipping through Brewing Management Issues & Concerns**”, which will be held on **March 14, 2025** at **M.I. Sevilas Farm & Resort, Lucena City**.

The primary objective of this event is to address critical management challenges, promote open communication, and foster a culture of collaboration across all levels of the organization. The activity aims to enhance communication between management and unit/section heads, ensure alignment in decision-making, and promote shared responsibility in addressing organizational concerns. This also aims to identify areas for financial optimization and administrative improvements while aligning our organizational goals with actionable plans, by creating a more inclusive environment to increase employee engagement and morale through active participation and collaboration among all members.

DEPEDQUEZON-TM-SDS-04-010-005



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Trunkline #: (042) 784-0366, (042) 784-0164,
 (042) 784-0391, (042) 784-0321



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The session will feature both structured discussions and informal, collaborative conversations, providing an opportunity to share ideas, raise concerns, and work together towards solutions.

All participants are advise to come prepared to engage openly and constructively.

Your attendance and active participation will be invaluable in achieving the objectives of this initiative.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

budcap02/27/2025

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Kapehan at Usapan: Sipping Through Brewing Management Issues & Concerns

March 14, 2025

LIST OF TARGET PARTICIPANTS

No.	OFFICE	NAME	DESIGNATION	
1	OSDS_TM	Rommel C. Bautista	Schools Division Superintendent	
2	OSDS_TM	Joepi F. Falqueza	Assistant Schools Division Superintendent	
3	OSDS_TM	Venus T. Balmedina	OIC - Assistant Schools Division Superintendent	
4	OSDS_TM	Roselyn Q. Golfo	OIC - Assistant Schools Division Superintendent	
5	OSDS_LEGAL	Rexcia Maria Baldeo	Attorney III	
6	OSDS ICT	Wilbert Porteza	ITO I	
7	OSDS_Accounting	Edmundo Marin, Jr.	Accountant III	
8	OSDS_Budget	Catherine A. Pureza	AO V/Budget Officer III	
9	OSDS_GSS	Maria Dolores Atienza	AO V	
10	OSDS_Personnel	Wennie O. Gaela	AO IV/HRMO II	
11	OSDS_Cash	Shiela Javen	AO IV/ Cashier II	
12	OSDS_Records	Sherelyn Pardia	AO IV/Records Officer II	
13	OSDS_Procurement	Hilariona Coronado	AO IV/Procurement Officer II	
14	OSDS_Supply	George Aguila	AO IV/Supply Officer II	
15	CID	Lorena Walangsumbat	Chief	
16	CID_IMS	Carmela Ezel Orogo	EPS	
17	CID_ALS	Asuncion Ilao	EPS	
18	CID_LRMDS	Jee Ann Borines	EPS	
19	CID_PSDS	Jaime Zara	PSDS	
20	SGOD	Juanito A. Merle	Chief	
21	SGOD	Raul Agaran	EPS	
22	SGOD_Planning	Marbin Jeramil Fragata	Planning Officer III	
23	SGOD_Research	Ma. Bernadeth Tupas	SEPS	
24	SGOD_SMME	Michelle Duma	SEPS	
25	SGOD_EFS	Ramir O. Arbolente	Engineer III	
		Marie Antoinette	Medical Officer III	
26	SGOD_HEALTH	Tesalona		
27	SGOD_YFS	Mark Angelo Tiusan	PDO I	
28	SGOD_HRDS	Regina V. Marino	SEPS	
29	SGOD_SOCMONET	Paul Clifford Marquez	SEPS	
30	SGOD_DRRM	Arvin Repaso	PDO II	
31	OSDS_BUDGET	Jewel Depusoy	Administrative Aide VI	*TWG
32	OSDS_Accounting	Brandon de Mesa	Administrative Assistant III	*TWG

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