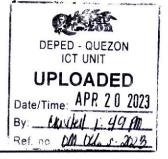


Republic of the Philippines

Department of Education

Region IV-A

SCHOOLS DIVISION OF QUEZON PROVINCE



OFFICE MEMORANDUM OM No. <u>Mar.</u>, s. 2023

20 April 2023

ASSIGNMENT OF ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS

TO: Assistant Schools Division Superintendents, Division Chiefs, Section/Unit Heads, Public Schools District Supervisors, All Others Concerned

This is to inform the Division Office personnel regarding the assignment of the Assistant Schools Division Superintendents effective April 24, 2023, to wit:

ASDS/OIC-ASDS	Assignment
ASDS Herbert D. Perez	 School Governance and Operations Division (SGOD) Performance Management Team (PMT) Co-Chairman Program on Awards and Incentives for Service Excellence (PRAISE) Co-Chairman 3rd Congressional District NOSI/NOSA ERF Form 6 and Form 7 Travel Orders (including Itinerary and Certificate of Travel Completed – Field) Return indorsements to field (without action or for compliance) Special Order (Service Credits, Return to Duty, Change of Name) Other Issuances
ASDS Gregorio T. Mueco	 Office of the Schools Division Superintendent (OSDS) Admin, Personnel, Records, Supply, Procurement, Cash, Accounting, Budget, Legal, and ICT Section Bids and Awards Committee (BAC) Chairman Performance Management Team (PMT) Co-Chairman Program on Awards and Incentives for Service Excellence (PRAISE) Co-Chairman Pth Congressional District NOSI/NOSA ERF Form 6 and Form 7 Travel Orders (including Itinerary and Certificate of Travel Completed – Field)

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REGION IV-A

SCHOOLS DIVISION OF QUEZON PROVINCE

	 Return indorsements to field (without action or for compliance) Special Order (Service Credite Deture to Duty)
	- Special Order (Service Credits, Return to Duty,
	Change of Name) - Other Issuances
OIC-ASDS Edward D. Garcia	 Curriculum Implementation Division (CID)
	Human Resource Management Personnel Selection
	Board (HRMPSB) Chairman
	Performance Management Team (PMT) Co-Chairman
	Program on Awards and Incentives for Service Excellence
	(PRAISE) Co-Chairman
	Ist and 2nd Congressional Districts
	- NOSI/NOSA
	- ERF
	- Form 6 and Form 7
	- Travel Orders (including Itinerary and Certificate
	of Travel Completed – Field)
	- Return indorsements to field (without action or for
	compliance)
	- Special Order (Service Credits, Return to Duty,
	Change of Name)
	Other Issuances

For information and guidance.

ROMMEL C. BAUTISTA, CESO V

Schools Division Superintendent

osdskoo04/20/2023

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