



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



DEPED - QUEZON  
ICT UNIT

**UPLOADED**

Date/Time: SEP 19 2022

By: Cricket 4:57 pm

Ref. no. DM 109, s. 2022

**19 SEPTEMBER 2022**

**OFFICE MEMORANDUM**

**OM No. 109, s. 2022**

**DIVISION TOP MANAGEMENT QMS MEETING IN PREPARATION FOR THE  
PROVINCIAL LOCAL SCHOOL BOARD MEETING**

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

Please be advised to attend the meeting on **September 20, 2022 (Tuesday) at 9:00 a.m.**  
at the **SDS Office, Schools Division Office-Pagbilao, Quezon.**

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

The agenda of the meeting are as follows:

- A. Preparation for the Provincial Local School Board Meeting on September 22, 2022
1. Updates on the Opening of Schools/Classes
  2. Endorsement of LSB for:
    - a. Transfer of Quezon National High School to the Division of Lucena City
    - b. Conversion of Quezon Science High School into Quezon National Science High School
  3. Presentation or Identification of Schools with severe deficiency in or problem on:
    - a. Classroom
    - b. School Chairs
    - c. Textbooks
    - d. Power Supply of Schools/Facilities
    - e. Water and Sanitation Facilities (CR, Handwashing, etc.)
    - f. Other School Equipment
  4. 2023 AIP and Budget for SEF (priority PAPs)
- B. Other Matters

DEPEDQUEZON-TM-SDS-04-010-006



*"Creating Possibilities, Inspiring Innovations"*

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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

OSDSsd09/19/2022

DEPEDQUEZON-TM-SDS-04-010-005

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