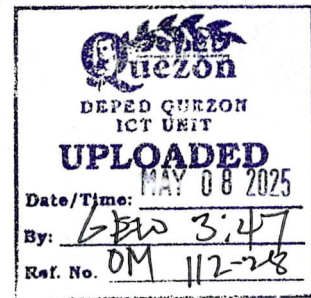




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



07 May 2025

OFFICE MEMORANDUM
OM No. 112, s. 2025

**ONSITE JOINT EVALUATION, VALIDATION, AND INSPECTION OF THE APPLICATION
FOR CONVERSION OF SELECT SCHOOLS IN PATNANUNGAN AND GENERAL NAKAR
DISTRICTS**

TO: DPO Marbin Jeramil D. Fragata
SEPS Michelle G. Duma
Engr. Gian Carlo Pardilla
Accountant Edmundo Marin Jr
PSDS Avelino Bucad Jr.
PSDS Jaybert Saron

In reference to the Regional Onsite Joint Evaluation, Validation, and Inspection of the application for the conversion into integrated schools of Kilogan Elementary School, Katakian Elementary School, and San Marcelino Elementary School scheduled on May 14–16, 2025, you are hereby advised to attend and assist the Regional Inspectorate Team.

Due to the schedule, SDO personnel coming from Lucena/Pagbilao/ SDO shall travel on Day Zero (May 13, 2025) and convene at the Real Sub-Office.

Travel and related expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Parmjdf05/07/2025

DEPEDQUEZON-TM-SDS-04-010-005



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Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON

Office of the Regional Director

30 April 2025

ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent
 Schools Division of Quezon Province



Dear Supt. Bautista:

This is in reference with the Regional Onsite Joint Evaluation, Validation and Inspection of the application for conversion into an integrated school of **Kilogan Elementary School, Katakian Elementary School, and San Marcelino Elementary School** on **May 14-16, 2025**.

The Regional Inspectorate Team (RIT) shall be composed of the following personnel: **Luz E. Osmeña**, Chief Education Supervisor, **Laarni A. Evaristo**, Administrative Officer V, **Jeffrie F. Ditalan**, Education Program Supervisor, QAD, **James Mattwill E. Abalos**, Engineer III, ESSD from the Regional Office. The RIT and the Division Inspectorate Team (DIT) shall perform the joint tasks to ensure the compliance with the required documents and facilities, conduct an on-site inspection and/or interview of local stakeholders to validate the need for establishment of the said public school. With this, the designated school head is advised to be ready with the original copy of the submitted documents for validation purposes and be in the school site during the evaluation, validation and ocular inspection.

Jeffrie F. Ditalan, Regional EPS In-charge will coordinate with your designated staff for further clarification and assistance.

Very truly yours,

LOIDA N. NIDEA
 Assistant Regional Director
 Officer-In-Charge
 Office of the Regional Director

05/ROQ7



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