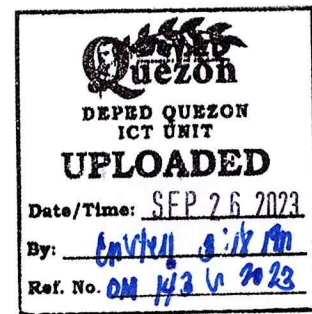




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



25 September 2023

**OFFICE MEMORANDUM**  
OM No. 143, s. 2023

**SEMINAR-WORKSHOP ON THE USE OF THE DEPARTMENT OF EDUCATION (DEPED) MANUAL OF STYLES**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Section/Unit Heads  
All Others Concerned

Relative to the release of **DepEd Order 30, s. 2019** (The Department of Education Manual of Style) prescribing the latest language style, format and usage, and highlighting the significance of institutionalizing a common format of official communications, presentations, learning resources, advocacy materials, citations, and all other collaterals, the SGOD-SMME Section will conduct a **Seminar-Workshop on the Use of the Department of Education (DepEd) Manual of Styles** on **October 06, 2023**, 8:00 a.m. onwards at the Division Library Hub.

Specifically, the said activity has the following objectives:

- a) Orient the participants on the Department of Education Manual of Styles (DMOS).
- b) Provide TA on the preparation of official issuances and correspondence.
- c) Integrate the standards of DMOS in language styling, writing, and formatting of DepEd issuances (Dis) and other official documents.

Participants in this activity are selected SDO personnel from each operating unit. Please see Enclosure for the list of participants.

For information of all concerned.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent 

smnemgd09/25/2023

DEPEDQUEZON-TM-SDS-04-010-003



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Website: www.depedquezon.com.ph



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

Enclosure to OM No. 143, s. 2023

**Seminar-Workshop on the Use of the Department of Education (DepEd)  
Manual of Styles  
October 06, 2023**

**[List of Participants]**

	<b>Name of Personnel</b>	<b>Position/Section</b>
1	Dessa Marie B. Dalmacion	ADAS III/CID
2	Shara S. Garcia	ADAS II/SGOD
3	Maria Dolores D. Atienza	AO V/Admins-GSS
4	Arlene M. Tolentino	AO- II/Admin
5	Layla Anna B. Magtangob	ADAS III/Admin
6	Wennie O. Gaela	AO IV/HRMO/Personnel
7	Therese O. Pardo	ADAS II/Personnel
8	Resiele G. Coronacion	ADAS II/Personnel
9	George D. Aguila	AO IV/Supply Officer
10	Honeylyn P. Besas	ADAS II
11	Wilbert B. Porteza	ITO I/ICT
12	Cristell Mae Dianne M. Suante	ADA VI/ICT
13	Shiela E. Javen	AO IV/Cash
14	Connie T Abulencia	ADAS III/Cash
15	Sherelyn O. Pardilla	AO IV/Records Officer/Records
16	Marisyll Judee G. Mendoza	ADAS II/Records
17	Edmundo R. Marin Jr	Accountant III/Accounting
18	Mary Rose L. Gordula	ADAS III/Accounting
19	Angelica A. Rada	ADAS III/Accounting

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

20	Ramir O. Arbolente	Engineer III/EFS
21	Gian Carlo Pardilla	Technical Assistant IV/EFS
22	Marie Antoinette A. Tesalona	Medical Officer III/SHS
23	Jose Macario Ernie V. Patino	Dentist II/SHS
24	Ma. Teresita M. Abella	Nurse II/SHS
25	Soren Joshua P. Pabella	Nurse II/SHS
26	Princess Leni May R. Rejano	Nurse II/SHS
27	May Ann Gail C. Candelaria	Nurse II/SHS
28	Genesis E. Olarte	Nurse II/SHS
29	Vivien Sayat	Nurse II/SHS
30	Rexcia Maria B. Baldeo	Attorney III/Legal
31	Carleen D. Aguila	Legal Assistant I/Legal
32	Jackqueline D. Nuyda	ADAS III/Legal
33	Catherine A. Pureza	AO V/Budget Officer/Budget
34	Alegria O. Medenilla	AA VI/Budget
35	Kristoffer Oineza	AO II/OSDS
36	Marissa Maragay	ADAS III/OASDS

**Technical Working Committee**

1	Elizabeth M. De Villa	SGOD Chief
2	Michelle G. Duma	SEPS/SMME
3	Oscar R. Duma	SEPS/PAR
4	Mary Joyce P. Salamat	EPS-II/HRDS
5	Maria Bernadit M. Tupas	EPS-II/SMME

Nothing follows.

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