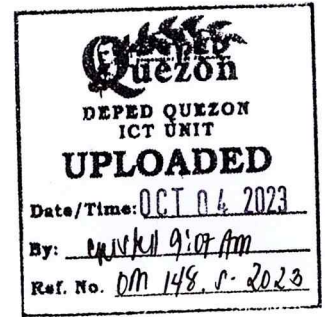




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



03 October 2023

OFFICE MEMORANDUM
OM No. 148, s. 2023

**NOTICE OF MEETING ON THE PROCESSING OF CLAIMS
AND BENEFITS FOR CY 2023**



To: Assistant Schools Division Superintendents
Administrative Officer V
Administrative Officer V/Budget Officer
Accountant III
Administrative Officer IV/HRMO II
Administrative Officer IV/Cashier II
All Others Concerned

In connection with the processing and payment of claims and benefits of SDO Quezon personnel for CY 2023, please be informed that there will be a meeting of all concerned section heads on October 5, 2023, 2PM at the ASDS Office.

The following shall be discussed in the said meeting:

- A. Cut-off date of Submission of Pertinent Documents for Claims and Benefits
- B. Other Concerns of Section Heads re: Payment of Claims and Benefits

Attendance to the said meeting of all concerned personnel is highly encouraged.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

Admmda 10/03/2023
DEPEDQUEZON-TM-SDS-04-010-005



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@depd.gov.ph
Website: www.depdequezon.com.ph