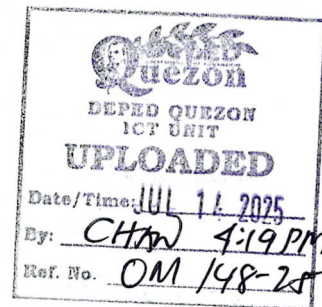




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



11 July 2025

**OFFICE MEMORANDUM**  
OM No. 148, s. 2025

**ASSIGNMENT OF ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Section/ Unit Heads  
Public Schhols District Supervisors  
All Others Concerned

This is to inform the Division Office personnel regarding the assignment of the Assistant Schools Division Superintendents effective July 11, 2025 to wit:

ASDS / OIC-ASDS	ASSIGNMENT
<b>ASDS Joepi F. Falqueza</b>	<ul style="list-style-type: none"><li>➤ Office of the Schools Division Superintendents (OSDS) -Admin, Personnel, Records, Supply, Procurement, Cash, Accounting, Budget, Legal, and ICT Section</li><li>➤ Bids and Awards Committee (BAC) Chairman</li><li>➤ Performance Management Team (PMT) Co-Chairman</li><li>➤ Program on Awards and Incentives for Service Excellence (PRAISE) Co-Chairman</li><li>➤ 1st and 2nd Congressional Districts<ul style="list-style-type: none"><li>- NOSI/ NOSA</li><li>- ERF</li><li>- Form 6 and Form 7</li><li>- Travel Orders (including Itinerary and Certificate of Travel Completed-Field)</li><li>- Return indorsements to field (without action or for compliance)</li><li>- Special Order (Service Credits, Return to Duty, Change of Name)</li><li>- Other Issuances</li></ul></li></ul>
<b>ASDS Roselyn Q. Golfo</b>	<ul style="list-style-type: none"><li>➤ School Governance and Operations Division (SGOD)</li><li>➤ Human Resource Management Personnel Selection Board ( HRMP SB) Chairman</li></ul>

DEPEDQUEZON-TM-SDS-04-010-005



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164,  
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	<ul style="list-style-type: none"><li>➤ Performance Management Team (PMT) Co-Chairman</li><li>➤ Program on Awards and Incentives for Service Excellence (PRAISE) Co-Chairman</li><li>➤ 4th Congressional District<ul style="list-style-type: none"><li>- NOSI / NOSA</li><li>- ERF</li><li>- Form 6 and Form 7</li><li>- Travel Orders (including Itinerary and Certificate of Travel Completed-Field)</li><li>- Return indorsements to field (without action or for compliance)</li><li>- Special Order (Service Credits, Return to Duty, Change of Name)</li><li>- Other Issuances</li></ul></li></ul>
<b>OIC-ASDS Lorena S. Walangsumbat</b>	<ul style="list-style-type: none"><li>➤ Curriculum Implementation Division (CID)</li><li>➤ Performance Management Team (PMT) Co-Chairman</li><li>➤ Program on Awards and Incentives for Service Excellence (PRAISE) Co-Chairman</li><li>➤ 3rd Congressional District<ul style="list-style-type: none"><li>-NOSI / NOSA</li><li>- ERF</li><li>- Form 6 and Form 7</li><li>- Travel Orders (including Itinerary and Certificate of Travel Completed-Field)</li><li>- Return indorsements to field (without action or for compliance)</li><li>- Special Order (Service Credits, Return to Duty, Change of Name)</li><li>- Other Issuances</li></ul></li></ul>

For information and guidance.

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

osdsfri07/11/2025

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