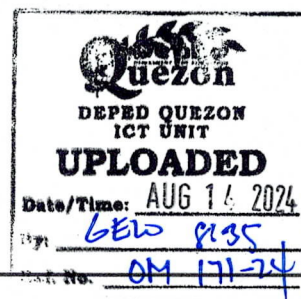




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



12 August 2024

OFFICE MEMORANDUM

OM No. 171, s. 2024

**COORDINATION MEETING OF THE TECHNICAL WORKING COMMITTEES FOR
THE 2024 QUEZON EDUCATORS' RESEARCH CONVENTION**


To: Assistant Schools Division Superintendents
Division Chiefs
QERC Technical Working Committee
All Others Concerned

To ensure the smooth implementation of the 2024 Quezon Educators' Research Convention (QERC), this Office advises all members of the Technical Working Committee (TWC) to participate in the coordination meeting on August 14, 2024 (Wednesday), 9:00 a.m., at the Division Library Hub. Please see the Enclosure for the list of participants.

Specifically, the meeting agenda will include the following updates to be reported by the concerned TWC lead/representative:

- a) Status of required documents for the Provincial Office (c/o Records Officer)
- a) Status of program/invitation (c/o CID Chief)
- b) Status of plans for on-the-day attendance checking (c/o SEPS-HRD and HRMO)
- c) Status of plans for reception of guests (c/o EPS-SGOD)
- d) Status of plans for physical arrangements (c/o AO-V and PDO-II/DRRM)
- e) Status of plans for the management of food (c/o EPS-ALS and CID-PSDS)
- f) Status of arrangements on research presentations (c/o SEPS-PAR and SEPS-SMME)
- g) Status of plans for documentation and press releases (c/o ITO and EPS-English)
- h) Status of plans for health and safety (c/o MO-II and Nurse-II)

Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

parord/08/12/2024

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[Enclosure to OM No. 171, s. 2024]

Technical Working Committee

Name of Committee	Composition
Overall Program Management	Chairperson: SDS Rommel C. Bautista, CESO V Co-Chairperson: Venus T. Balmedina, OIC-ASDS Abner L. Pureza, EPS-English Vice Chairperson: Oscar R. Duma Jr., SEPS Members: <ul style="list-style-type: none">• Lorena S. Walangsumbat, CID Chief• Regina V. Marino, SEPS• Marbin Jeramil D. Fragata, PO III
Registration/Attendance	<ul style="list-style-type: none">• Regina V. Marino, SEPS• Wennie O. Gaela, HRMO• Sherelyn O. Pardilla• Administrative Officers• Sub-Offices Staff
Program/Invitation	<ul style="list-style-type: none">• Lorena S. Walangsumbat, CID Chief• Jee Ann O. Borines, EPS• Joe Angelo Basco, PDO II• Joan Alejaida R. Mauhay, EPS
Reception	<ul style="list-style-type: none">• Raul R. Agaran, EPS• Mary Joyce S. Montaña, EPS II• Leah A. Perez, EPS II
Physical Arrangement	<ul style="list-style-type: none">• Maria Dolores D. Atienza, AO V• Arvin Repaso, PDO II• Fernando T. Seño, EPS• Paul Clifford N. Marquez• Engr. Gian O. Pardilla, Senior Technical Assistant
Food	<ul style="list-style-type: none">• Jaime F. Zara, PSDS• Asuncion C. Ilao, EPS• Maria Bernadit M. Tupas, EPS II• All PSDSs
Research Presentations	<ul style="list-style-type: none">• Oscar R. Duma Jr., SEPS• Michelle G. Duma, SEPS• Wilbert B. Porteza, ITO I

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	<ul style="list-style-type: none">• Mark Angelo 'Margel' M. Tiusan, PDO I
Documentation/Press Releases	<ul style="list-style-type: none">• ICT Staff• Abner I. Pureza, EPS
Health and Safety	<ul style="list-style-type: none">• Dr. Marie Antoinette Tesalona, MO II• Teresita M. Abella, Nurse II• Arvin P. Repaso, PDO II• District Nurses• District DRRM Coordinators

-Nothing follows.

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