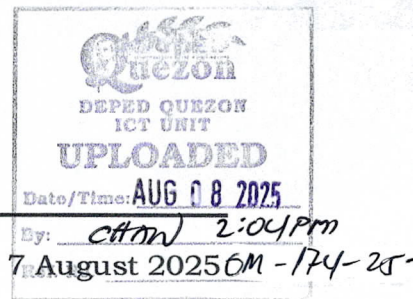




Republic of the Philippines  
Department of Education  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE




OFFICE MEMORANDUM  
OM No. 174 s. 2025

**1st & 2nd QUARTERLY MONITORING OF QUALITY WORKPLACE PRACTICES**

**To:** Assistant Schools Division Superintendent  
Division Chiefs  
Section Heads  
All Others Concerned

1. In line with the implementation of SDO-Quezon Project SINOP (**S**trengthening **I**nitiatives to **N**urture **O**pportunities to showcase workplace management **P**ractices) reminds all operating units/sections/offices to continuously support the project to establish quality workplace. Anent to this, all personnel are directed to participate to the 1st and 2nd Quarterly Monitoring of Quality Workplace Practices for CY 2025 through an Online Survey/Self-Assessment to gather valuable insights on the current practices in providing Serbisyon Tapat at Sapat, waste management, conservation, and workplace cleanliness and orderliness.
2. Regular participation to the survey/assessment is important in tracking milestones on promoting client-friendly, cleaner, greener, and more organized environment in the offices, addressing gaps, and promoting continual improvement in the workplace.
3. All Quality Workplace Units/Sections/Offices representatives are requested to coordinate and provide the survey Link with their colleagues to ensure participation to the said survey until August 15, 2025.
4. Immediate dissemination of this Memorandum is desired.

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

DEPEDQUEZON-TM-SDS-04-010-005



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