



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

|                          |             |
|--------------------------|-------------|
| <b>Quezon</b>            |             |
| DEPED QUEZON<br>ICT UNIT |             |
| <b>UPLOADED</b>          |             |
| Date/Time:               | AUG 27 2025 |
| By:                      | CHW JTD     |
| Ref. No.                 | DM 189-25   |

20 August 2025

**OFFICE MEMORANDUM**

QM No. 189, s. 2025

**WORKSHOP MANAGEMENT TEAM FOR THE FINALIZATION WORKSHOP:  
FY 2026 AIP, FINANCIAL PLAN & MDP (SCHOOLS)**

**To: Assistant Schools Division Superintendents  
Chiefs – CID & SGOD  
Unit/Section Heads  
All Others Concerned**

In reference to Division Memorandum No. 761 dated August 20, 2025, and in view of the anticipated volume of reports to be reviewed and finalized, all the members of the Workshop Management Team are hereby advised to remain at the venue (**live-in**), for the entire duration of the activity scheduled on September 3–5 and 8–10, 2025.

Attached herewith is the official list of the division personnel involved on this activity.

Additional costs for accommodation, incidental expenses, and other related expenditures shall be charged to GASS-MOOE, subject to the usual budgeting, accounting, and auditing rules and regulations.

Immediate dissemination of and compliance with this Memorandum is desired.

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

budcap08202025  
DEPEDQUEZON-TM-SDS-04-010-005



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164,  
(042) 784-0391, (042) 784-0321



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**WORKSHOP MANAGEMENT TEAM**

FINALIZATION WORKSHOP: FY 2026 AIP, FINANCIAL PLAN & MDP (SCHOOLS)  
 September 3-5 & 8-10, 2025

| <b>Office</b>   | <b>Name</b>                   | <b>Assignment</b>                               |
|-----------------|-------------------------------|-------------------------------------------------|
| Planning Team   | Mark Roe Esmerna              | <i>Output Evaluator - AIP</i>                   |
|                 | Maribeth Fragata              | <i>Output Evaluator - AIP</i>                   |
|                 | Rodelio Esmerna, Jr.          | <i>Output Evaluator - AIP</i>                   |
|                 | Leah Perez                    | <i>Output Evaluator - AIP</i>                   |
|                 | Sherelyn Pardilla             | <i>Resource Speaker; Output Evaluator - AIP</i> |
| Accounting      | Edmundo Marin, Jr.            | <i>Resource Speaker</i>                         |
| *September 3-5  | Donnalyn Fajarda              | <i>Output Evaluator - MDP</i>                   |
|                 | Raymund Peñaverde             | <i>Output Evaluator - MDP</i>                   |
|                 | January de Mesa               | <i>Output Evaluator - MDP</i>                   |
|                 | Sheena Mae Añonuevo           | <i>Output Evaluator - MDP</i>                   |
|                 | Jeanet Panganiban             | <i>Output Evaluator - MDP</i>                   |
| *September 8-10 | Hazel Salibio                 | <i>Output Evaluator - MDP</i>                   |
|                 | Monette Abrigo                | <i>Output Evaluator - MDP</i>                   |
|                 | Ma. Lyn Silva                 | <i>Output Evaluator - MDP</i>                   |
|                 | Angelica Malabunga            | <i>Output Evaluator - MDP</i>                   |
|                 | Anna Fatima Quizana           | <i>Output Evaluator - MDP</i>                   |
| Budget          | Jewel Lee Depusoy             | <i>Output Consolidator</i>                      |
|                 | Maria Rafaela Miguela Jimenez | <i>Output Consolidator</i>                      |
|                 | Catherine Pureza              | <i>Resource Speaker; Output Consolidator</i>    |
| Procurement     | Hilariona Coronado            | <i>Resource Speaker</i>                         |
| Cash            | Shiela Javen                  | <i>Collecting Officer; Logistics</i>            |
|                 | Connie Abulencia              | <i>Collecting Officer; Logistics</i>            |
|                 | Cristell Mae Dianne Suante    | <i>Collecting Officer; Logistics</i>            |
| SMME            | Michelle Duma                 | <i>QAME Officer</i>                             |
| Records         | Akimi Therese Asano           | <i>Documentation Officer</i>                    |
|                 | Marisyll Judee Mendoza        | <i>Documentation Officer</i>                    |
| Health          | Heide Gabriel                 | <i>Nurse on duty</i>                            |
|                 | Anna Norwina Zarsadias        | <i>Nurse on duty</i>                            |

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