



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



09 December 2025

OFFICE MEMORANDUM
OM No. 261, s. 2025

YEAR-END PERFORMANCE REVIEW AND KAPEHAN “Kumustahan At Pag-uusap para sa Epektibong Hatid-Aksyon ng Namumuno”

To: Assistant Schools Division Superintendents
Chiefs - CID/SGOD
Administrative Officer V
Budget Officer III
Accountant III
Attorney III
ITO I
All Others Concerned

In line with the Department of Education’s Results-based Performance Management System (RPMS) cycle pursuant to DepEd Order No. 2, s. 2025, this Office will conduct its Year-End Performance Review on **December 10, 2025, 9:00 AM**, at the **SDS Conference Room**. Chiefs of the functional division (OSDS, CID, SGOD) will present the summary of accomplishments of their assigned unit.

On the same day, the Division of Quezon will also facilitate a KAPEHAN Session, an informal yet strategic dialogue involving select Section Heads, TM, ASDS, and Chiefs. The activity aims to provide a venue for open discussions on administrative, instructional, and governance concerns; promote teamwork across functional divisions; and generate collective insights to enhance service delivery and organizational efficiency.

For guidance and compliance.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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

 DepEdTayoQuezon

 www.depedquezon.com.ph

 quezon@deped.gov.ph



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Enclosure 1. List of participants of the Performance Review and Kapehan

No.	Name	Designation
1	Rommel C. Bautista, CESO V	Schools Division Superintendent
2	Roselyn Q. Golfo	Assistant Schools Division Superintendent
3	Lorena S. Walangsumbat	OIC-Assistant Schools Division Superintendent
4	Aris S. Barrago	OIC-Assistant Schools Division Superintendent
5	Maria Dolores D. Atienza	Administrative Officer V
6	Juanito A. Merle	Chief, SGOD
7	Walter F. Galarosa	OIC-Chief, CID
8	Catherine A. Pureza	Budget Officer III
9	Edmundo R. Marin, Jr.	Accountant III
10	Rexcia Maria B. Baldeo	Attorney III
11	Wilbert B. Porteza	Information Technology Officer I

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