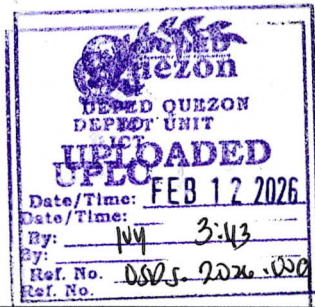




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



12 February 2026

**OFFICE MEMORANDUM**

**OSDS-2026-** 009

**Conduct of 1<sup>st</sup> Quarter Kapehan for CY 2026**

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 continuous efforts of the Division Office to improve its processes, this Office will conduct its 1<sup>st</sup> Quarter Kapehan Session on **February 16, 2026, 9:00 AM**, at the **SDS Conference Room**.

Kapehan is an informal, dialogue-driven activity of the SDO which aims to provide a venue for open discussions on administrative, instructional, and governance concerns while promoting teamwork across functional divisions and generating collective insights to enhance service delivery and organizational efficiency.

To facilitate this activity, all participants are advised to list down emerging issues and concerns in their sections through this link: <https://tinyurl.com/3ybcbr6>.

For guidance and compliance.

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

*oasds/lsw/02/12/2026*

DEPEDQUEZON-TM-SDS-04-010-005



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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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