

Republic of the Philippines

Department of Education

Region IV-A SCHOOLS DIVISION OF QUEZON PROVINCE

April 5, 2021

OFFICE MEMORANDUM OM No. <u>015</u>, s. 2021

DESIGNATION OF QMS TRAINING AND ADVOCACY TEAM (TAT) MEMBERS

To : Division Officials and Employees

 Pursuant to DepEd Order No. 009, s. 2021, Institutionalization of a Quality Management System in the Department of Education dated February 24, 2021, the following personnel are hereby designated as members of the QMS Training and Advocacy Team (TAT) of the Schools Division of Quezon:

Name	Designation	Functional Division/Section/Unit/Office
Regiona V. Marino	Team Leader	SGO-HRD
Michell G. Duma	Asst. Team Leader	SGO-HRD
Walter F. Galarosa	Member	CID-IMS
Maria Dylin S. Garcia	Member	CID-IMS
Marbin Jeramil D. Fragata	Member	SGO-PAR
Mary Joyce P. Salamat	Member	SGOD-SMN
Bernadit M. Tupas	Member	SGOD-SME
Wennie O. Gaela	Member	OSDS-Personnel
Z-ann Leah B. Zulueta	Member	OSDS-Accounting
Arlene M. Tolentino	Member	OSDS-Admin

- 2. The members of the QMS Training and Advocacy Team have the following responsibilities:
 - Orient employees and disseminate information on QMS-related matters, such as ISO 9001 standards, Organizational Knowledge, QMS Manual, PAWIM, and Quality Policy;
 - Capacitate employees on the development of their Operations Manuals and Planning Documents:
 - Develop effective training and advocacy materials to enable the successful implementation and sustainability of the QMS;

DEPEDQUEZON-TM-SDS-04-010-004



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Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321

Email Address: quezon@deped.gov.ph Website: www.depedquezon.com.ph





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- d. Plan and coordinate effective IEC materials to strengthen awareness on QMS and build a culture of continuous improvement; and
- e. Provide feedback and updates to the QMR on the status of QMS-related training and awareness.
- Dissemination of this Memorandum is hereby enjoined.

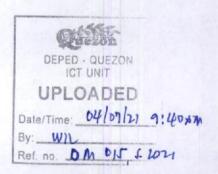
ELIAS A. ALICAYA JR. EdD

Assistant Schools Division Superintendent
Officer-In-Charge

Office of the Schools Division Superintendent

qms-qmr/jam/04/05/2021

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