



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

April 5, 2021

OFFICE MEMORANDUM
OM No. 015, s. 2021

DESIGNATION OF QMS TRAINING AND ADVOCACY TEAM (TAT) MEMBERS

To : Division Officials and Employees

1. 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;

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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.
3. 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

DEPED - QUEZON ICT UNIT
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