



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

April 28, 2021

OFFICE MEMORANDUM
OM No. 031, s. 2021

**VIRTUAL QUALITY MANAGEMENT SYSTEM (QMS) TEAM LEADERS' MEETING
WITH THE TOP MANAGEMENT**

To : OIC - Asst. Schools Division Superintendents
CID Chief
SGOD Chief
Section/Unit/Office Heads
QMS Team Leaders
QMR, DQMR, and QMS Secretariat

1. This Office announces the conduct of QMS Team Leaders' Meeting with the Top Management in the afternoon (1:00 – 5:00 p.m.) of May 3, 2021.
2. The expected participants to the said meeting are the OIC-Asst. Schools Division Superintendents, CID Chief, SGOD Chief, Section/Unit/Office Heads, QMS Team Leaders, QMR, DQMR, and QMS Secretariat.
3. The meeting link will be uploaded in the group chat of the ISO CORE TEAM of the Division 30 minutes before the virtual meeting begins.
4. All participants are expected to connect to the meeting link not later than 1:30 p.m.
5. The following are the provisional agenda of the QMS Team Leaders' Meeting with the TM:
 - a. Finalization of the DepED Quezon Adjusted QMS Structure;
 - b. Review of QMS Teams' Functions;
 - c. Presentation of QMR Proposed Plan for 2021;

DEPEDQUEZON-TM-SDS-04-010-004



"Creating Possibilities, Inspiring Innovations"
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Registration Number QACR030216
DEPED - QUEZON ICT UNIT
UPLOADED
Date/Time: <u>4/30/2021</u>
By: <u>Rommel</u>
Ref. no. <u>OM 031, S. 2021</u>



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- d. Other Matters
6. Food and incidental expenses relative to the conduct of this activity shall be charged to the Division MOOE, subject to the usual accounting and auditing procedures.
 7. Immediate dissemination of this Memorandum is hereby enjoined.

ELIAS A. ALICAYA JR. EdD
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

qms-qmrjam/04/28/2021
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