



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

23 June 2021

OFFICE MEMORANDUM
OM No. 051, s. 2021

INTERNAL QUALITY AUDIT TEAM (IQAT) ONLINE MEETING

TO: OIC – Assistant Schools Division Superintendents
Division Chiefs
IQA Team Members

1. To provide comprehensive information on the new functions of the audit team under One DepEd, One QMS, SDO Quezon's Internal Quality Audit Team will hold a virtual meeting in the afternoon (1:00PM) of July 5, 2021 via Zoom with the following information:

Meeting ID: 487 481 7115
Passcode: 12345

2. The objectives of the virtual meeting are but not limited to the following:
 - a. SDO Quezon's IQAT Composition;
 - b. IQAT Functions under One DepEd, One QMS;
 - c. IQA Capability Building Training-Workshop; and
 - d. Creation of sub-committees.
3. Attendance of the twenty-three (23) members of the IQAT to this meeting is a must.
4. Immediate and widest 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



iqarra06/23/2021

DEPEDQUEZON-TM-SDS-04-010-004



"Creating Possibilities, Inspiring Innovations"
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INTERNAL QUALITY AUDIT TEAM MEETING
July 5, 2021; 1:00PM

PROGRAM

- I. Opening Prayer**
- II. Call to Order**
- III. Meeting Assignment**
 - a. Scribe – Rejulios M. Villenes
 - b. Timekeeper – Arvin V. Zeta
 - c. Facilitator – Carleen D. Aguila
- IV. Meeting Proper**
 - Composition of the SDO's IQA Team
 - IQAT Functions under One DepEd One QMS
 - IQA Capability Building
 - Creation of Sub-committees
 - Other areas of concern
- V. Closing Prayer**

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