



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

Quezon
 DEPED - QUEZON
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OFFICE MEMORANDUM
 OM No. 199, s. 2022

15 November 2022

DESIGNATION OF QUALITY MANAGEMENT REPRESENTATIVE

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 DepEd Quezon employee is hereby designated as Quality Management Representative of the Schools Division of Quezon:

| Name | Designation | Functional Division/Section/Unit/Office |
|------------------|-----------------------------------|--|
| Juanito A. Merle | Quality Management Representative | CID-IMS |

2. The Quality Management Representative has the following duties and responsibilities:
- Communicate the importance of having a QMS within DepEd;
 - Oversee the implementation and take responsibility for the effectiveness of QMS;
 - Ensure the conformance of the QMS to the requirements of ISO 9001;
 - Ensure the integrity and effectiveness of the QMS;
 - Ensure that the QPS and DepEd QMS targets and objectives are aligned with the context and strategic directions of the Top Management;
 - Reports audit results, identified targets, opportunities for improvement, and other QMS-related matters to the Top Management;
 - Ensure integration of the QMS requirements into DepEd's business processes;
 - Promote continuous improvement of the QMS and processes of the agency;
 - Engage, direct, and support QMS Teams and its members to contribute to the effectiveness of the QMS;

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- j. Oversee the operations of the QMS secretariat including each QMS Team and report to the Top Management; and
 - k. Act as liaison of the Department with external parties on matters relating to QMS.
3. Dissemination of this Memorandum is hereby enjoined.

ELIAS A. ALICAYA JR., EdD
OIC- Schools Division Superintendent

qmsjam.11/15/22

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