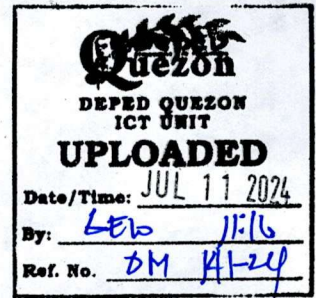




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



08 July 2024

OFFICE MEMORANDUM
OM No. 141, s. 2024

COMPREHENSIVE QUALITY MANAGEMENT SYSTEM (QMS) PROGRESS AND IMPROVEMENT MEETING

To: Assistant Schools Division Superintendents
Division Chiefs
Section/Unit/Office Heads
Quality Management System Representative
Deputy Quality Management Representative
Quality Management System Secretariat Leader
QMS Team Leaders
All Others Concerned

In compliance with DepEd Order (DO) No. 009, s. 2021, which focuses on the Institutionalization of a Quality Management System within the Department of Education (DepEd), this Office cordially requests the full participation of all members in the upcoming QMS meeting scheduled on July 18, 2024, from 8:00 am to 5:00 pm at the Division Library Hub. The set of agenda for discussion is as follows:

1. Status of Actions from Previous QMS Meetings – QMS Secretariat Leader
2. Status Report on Registration of QMS Documents – KMT Leader
3. Customer Satisfaction and Feedback from Relevant Interested Parties – RMT Leader
4. Report on Non-conformities and Corrective Actions – IQAT Leader
5. Plan for Onsite Provision of Technical Assistance on QMS by the RO Team of TA Providers – IQAT Leader

DEPEDQUEZON-TM-SDS-04-010-005



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6. Effectiveness of Actions Taken to Address Risks and Opportunities – RMT Leader
7. Opportunities for improvement
 - a. Update on the Implementation of Project SINOP – QWT Leader
 - b. Creation of Committee/s – Division Information Officer and AO V
 - c. Conduct of Orientation/Reorientation on One DepEd One QMS – TAT Leader
 - d. Cascading of SDO Processes – TAT Leader in Coordination with KMT Leader
 - e. Conduct of Office Readiness for ISO Certification – IQAT Leader
 - f. Preparation of QMS Advocacy Materials – TAT Leader
 - g. Issuance of Division Memorandum regarding the Full Implementation of One DepEd, One QMS – QMR/DQMR
 - h. Holding of First Internal Quality Audit (IQA) and Management Review (MR) – IQAT Leader and QMR/DQMR
 - i. Other Matters
8. Attached is the list of members/participants to this activity.
9. Immediate dissemination of this Office Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

MARBIN JERAMEL D. FRAGATA
Planning Officer III

qmrjam07/08/2024

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**COMPREHENSIVE QUALITY MANAGEMENT SYSTEM (QMS) PROGRESS AND
IMPROVEMENT MEETING**
July 18, 2024
Division Library Hub

LIST OF PARTICIPANTS

1. Rommel C. Bautista, CESO V – Schools Division Superintendent
2. Venus T. Balmedina – OIC-Asst. Schools Division Superintendent
3. Joepi F. Falqueza – Asst. Schools Division Superintendent
4. Roselyn Golfo – OIC-Asst. Schools Division Superintendent
5. Lorena S. Walangsumbat – CID Chief
6. Juanito A. Merle – EPS/QMR
7. Michelle G. Duma – SEPS/QMS Secretariat Lead
8. Jee-Ann O. Borines – EPS/KMT Lead
9. Oscar R. Duma Jr. – SEPS/RMT Lead
10. Raul R. Agaran – EPS/IQAT Lead
11. Maria Dolores D. Atienza – AO V/QWT Lead
12. Wennie O. Gaela – AO IV/HRMO
13. Sherelyn O. Pardilla – AO IV/Records Officer
14. Regina V. Marino – SEPS/TAT Lead
15. Sheila Javen – AO IV/Cashier
16. George D. Aguila – AO IV/Supply Officer
17. Engr. Ramir O. Arbolente – Division Engineer
18. Edmundo R. Marin Jr. – Accountant III
19. Hilariona Coronado – AO IV/Procurement Officer
20. Atty. Rexcia Maria Baldeo – Legal Officer III
21. Marie Antoinette A. Tesalona – Medical Officer III
22. Catherin A. Pureza – AO V/Budget Officer
23. Marbin Jeramil D. Fragata – PO III

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