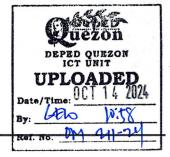


Republic of the Philippines

Department of Education

Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



11 October 2024

OFFICE MEMORANDUM OM No. 21, s. 2024

NOTICE OF MEETING OF QMS SECRETARIAT

To: Assistant Schools Division Superintendents Quality Management Representative Deputy, Quality Management Representative Quality Management Secretariat All Others Concerned

In connection with the reconstitution of the QMS Secretariat, this Office Memorandum is issued to inform all concerned about the meeting to be held on **October 15, 2024**, 9:00 a.m. via Google Meet. This will be participated by the Quality Management Representative (QMR), Deputy, QMR, and QMS Secretariat Members. Meeting credentials will be sent through the official Messenger Group Chat of the QMS Secretariat. Please see Enclosure for the list of target participants for the said online meeting.

Be informed of the following agenda:

- a. Review of the roles and responsibilities of the QMS Secretariat;
- b. Presentation of the assignment of each Secretariat Member;
- c. Updates on the QMS activities; and
- d. Other matters

For strict compliance.

ROMMEL C. PAUTISTA, CESO V Schools Division Superintendent

smemgd10/15/2024

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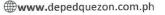
















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Enclosure to OM No. 21, s. 2024

List of Meeting Participants

	Name	Position/Designation
1	JUANITO A. MERLE	Education Program Supervisor/QMR
2	MARBIN JERAMIL D. FRAGAT A	Planning Officer III/Deputy QMR
3	MICHELLE G. DUMA	SEPS/Lead, QMS Secretariat
4	MARY JOYCE P. SALAMAT	EPS-II/Asst. Lead, QMS Secretariat
5	CRISTELL M. SUANTE	ADAS III/Member, Secretariat
6	MARIBETH D. FRAGATA	JO/Member, Secretariat (External)















