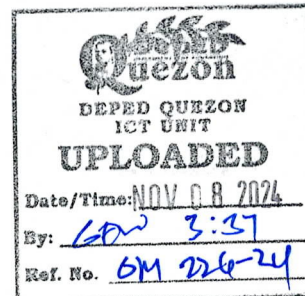




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



06 November 2024

OFFICE MEMORANDUM
 OM No. 226, s. 2024

CONDUCT OF DIVISION MANAGEMENT REVIEW

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

In compliance with **DepEd Order (DO) No. 009, s. 2021** (Institutionalization of a Quality Management System within the Department of Education [DepEd]), this Office advises all concerned regarding the conduct of Division Management Review on November 28, 2024 (Thursday), 8:00 a.m. to 5:00 p.m. at the Division Library Hub.

The following are the agenda discussions with the corresponding in charge:

Agenda Discussions	Section/Unit/Committee/Person In Charge
Status of actions from previous management committee meeting	ASDS or QMR
Status of Planning Documents (SWOT, Risk Registry, Opportunity Registry)	QMR, RMT Lead, and Process Holders
Customer satisfaction and feedback	Office of the SDS - Proper
Status of OPCR	SDS/ASDS, Functional Division Chiefs and Unit/Section Heads
Status of Programs, Activities, and Projects (PAPs)	SDS/ASDS, Functional Division Chiefs and Unit/Section Heads
Status of non-conformities and Request for Action	QMR, IQA Lead
Monitoring and measurement results – Updates on the improvement on Operations Manuals MEA-PIR	Functional Division Chiefs and Unit/Section Heads

DEPEDQUEZON-TM-SDS-04-010-005



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Internal Quality Audit results COA Findings (if applicable)	IQAT Lead Finance, Property & Supply
Performance of External Providers	Property & Supply
Adequacy of Resources	QWT Lead with Functional Division Chiefs and Unit/Section Heads
Risk Monitoring and Review Results	RMT Lead
Opportunities for Improvement	QMR Functional Division Chiefs and Unit/Section Heads

Please be advised that the **copy of the presentation materials** to be used during the Management Review shall be sent to the QMS Secretariat a day before the activity.

Participants are also reminded to **designate their representative/s** in case they will not be able to attend the Management Review to ensure that all agenda discussions will be presented and reported properly.

For compliance of all concerned.


ROMMEL OMBAUTISTA, CESO V
 Schools Division Superintendent

smemgd11/06/2024

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