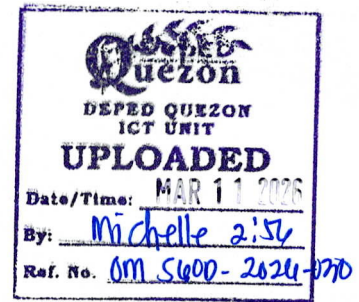




Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF QUEZON PROVINCE



OFFICE MEMORANDUM
SGOD-2026- 0270

10 March 2026

RISK MANAGEMENT TEAM ONLINE MEETING

To : Assistant Schools Division Superintendents
Division Chiefs
Operating Unit Heads
Risk Management Team
All Others Concerned

1. In line with DepEd Order No. 009, s. 2021 on the institutionalization of the Quality Management System (QMS) and the implementation of the QMS Manual and Process and Work Instruction Manual (PAWIM), an online meeting shall be conducted with all members of the Risk Management Team (RMT) on **March 11, 2026, at 1:00 PM** to discuss and finalize preparations for the upcoming Division Risk Management Training-Workshop on March 18–19, 2026 at the DepEd Quezon Library Hub, Talipan, Pagbilao, Quezon.
2. The meeting shall cover the following:
 - a. Review of the workshop objectives, including enhancement of risk preparedness and competencies in Organizational/SWOT Analysis and development of Risk and Opportunity Registries.
 - b. Coordination with Top Management, Division Chiefs, Operating Unit Heads, and Functional Division representatives regarding the presentation of Management Documents.
 - c. Finalization of roles and responsibilities of RMT members during the two-day training-workshop.

DEPEDQUEZON-TM-SDS-04-010-005



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Contact No.s: (042) 784-0366 | (042) 784-0164 |
(042) 784-0391 | (042) 784-0321
E-mail Address: quezon@deped.gov.ph
Website: <https://quezon.deped.gov.ph>



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

3. All members of the RMT are **hereby enjoined to attend** the online meeting promptly and be fully prepared to discuss their respective areas of responsibility. The meeting link shall be communicated via fb messenger of the Risk Management Team.
4. Your cooperation and active participation are highly expected.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

qmsrmtfts03/10/2026

DEPEDQUEZON-TM-SDS-04-010-005



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Contact No.s: (042) 784-0366 | (042) 784-0164 |
(042) 784-0391 | (042) 784-0321
E-mail Address: quezon@deped.gov.ph
Website: <https://quezon.deped.gov.ph>