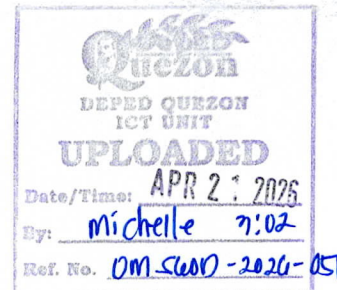




Republic of the Philippines
Department of Education
 REGION IV-A - CALABARZON
 SCHOOLS DIVISION OF QUEZON PROVINCE



20 April 2026

OFFICE MEMORANDUM
 SGOD-2026- 051

QUARTERLY MEETING OF DIVISION INTERNAL QUALITY AUDIT (IQA) TEAM MEMBERS

To: Assistant Schools Division Superintendents
 Division Chiefs
 Division IQA Team Members
 All Others Concerned

In line with the continuous strengthening of the Quality Management System (QMS) of the Schools Division Office, this Office announces the conduct of the **Quarterly Meeting of the Division Internal Quality Audit (IQA) Team Members**, to be held via Zoom on the following schedules:

Quarter	Schedule
Quarter 1	April 27, 2026
Quarter 2	June 30, 2026
Quarter 3	September 30, 2026
Quarter 4	November 27, 2026

This quarterly meeting shall serve as the **regular meeting of the IQA Team** to provide updates on IQA activities and to facilitate coordination, review, and continuous improvement of audit processes.

Specifically, the meeting intends to:

1. Provide updates on the status of Internal Quality Audit (IQA) activities, including completed, ongoing, and upcoming audit engagements;
2. Review the existing IQA templates and forms to ensure compliance with the established Procedures and Work Instruction Manual (PAWIM) and ISO 9001:2015 standards; and

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3. Discuss issues, challenges, and recommended actions to further enhance the effectiveness of the IQA system in the Division.

All concerned personnel are enjoined to attend and actively participate in the said meeting.

Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

smemgd04/20/2026

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Enclosure to OM-SGOD No. 057, s. 2026

Internal Quality Audit Team (IQAT) Members
FY 2026

	Designation	Name	Position
1	Team Leader	Michelle G. Duma	Senior Education Program Specialist
2	Asst. Team Leader	Rejulios M. Villenes	Public Schools District Supervisor
3	Member	Juanito A. Merle	SGOD Chief
4	Member	Carmela Ezcel A. Orogo	Education Program Supervisor
5	Member	Maria Dolores D. Atienza	Administrative Officer V
6	Member	Wilbert B. Porteza	ITO I
7	Member	Carleen D. Aguila	Legal Assistant
8	Member	Brandon E. De Mesa	ADAS III
9	Member	Walter F. Galarosa	OIC-CID Chief
10	Member	Asuncion C. Ila	Education Program Supervisor
11	Member	Joseph E. Jarasa	Education Program Supervisor
12	Member	Joan Alejaida R. Mauhay	Education Program Supervisor
13	Member	Fernando T. Seño	Education Program Supervisor
14	Member	Jee-Ann O. Borines	Education Program Supervisor
15	Member	Raul R. Agaran	Education Program Supervisor
16	Member	Gilbert C. Alva	Public Schools District Supervisor
17	Member	Regina V. Marino	Senior Education Program Specialist
18	Member	Maria Rosario C. Camilon	Dentist II
19	Member	Edmundo R. Marin, Jr.	Accountant III
20	Member	Atty. Rexcia Maria B. Baldeo	Attorney III
21	Member	Hilariona E. Coronado	Administrative Officer IV

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	Designation	Name	Position
22	Member	Sherelyn O. Pardilla	AO IV/Records Officer
23	Member	Mark Angelo M. Tiusan	Project Development Officer I
24	Member	Carmen H. Macatugob	Education Program Supervisor
25	Member	Jay S. Alfaro	Education Program Supervisor
26	Member	Carla Jobelle J. Culajara	Education Program Specialist II
27	Member	Jose Macario Ernie V. Patiño	Dentist II
28	Member	Michelle P. De Mesa	ADAS III
29	Member	Therese O. Pardo	ADAS II
30	Member	Cristell Mae Dianne M. Suante	ADAS II

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