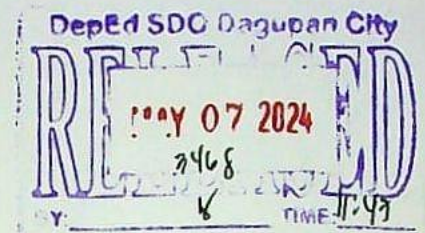




Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY



**Office of the Schools Division
Superintendent**

06 May 2024

DIVISION MEMORANDUM
No. 191, s. 2024

QMS UPDATING WITH TOP MANAGEMENT

To: OIC- Asst. Schools Division Superintendent
Edilberto R. Abalos- CES SGOD
Maria Linda R. Ventenilla - CES CID
Myrel Angelica N. Lopez- Administrative Officer V
Maria Victoria S. Antonio- SEPS P&R
Irish J. Solis- SEPS L & D
Jane T. Cajayon- PSDS
Pilita O. Bautista- HRMO II
Gilliane S. Casaclang- PDO I

1. There will be a meeting by Top Management with the Quality Management Representative and the Core Team Leads on the Harmonization of Quality Management System (QMS) of Schools Division Office Dagupan by May 08, 2024, 1:30 p.m. – 5:00 p.m., SDS Office.

2. Agenda are as follow.

2.1 Presentation of report on status and action taken in terms of review and alignment of outputs per process under PAWIM;

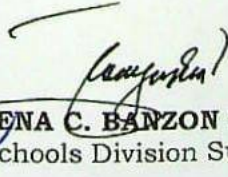
KMT Lead - Quality Control Plan;

RMT Lead - SWOT, Risk, Registry (per process), Risk (consolidated),
Opportunity Registry (per process)

2.2 Initial activities undertaken by the QMR including other Team Leads on awareness and readiness needed by members as per QMS/organizational requirements, statutory or regulatory requirements, customer/client surveys and forms, templates, division memorandum, others and

2.3 Recommendation of Top Management on reports presented and ways forward

3. For you information and guidance.


ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent



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