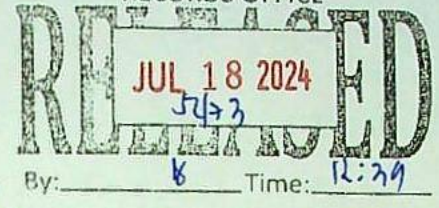




Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY

DepEd SDO Dagupan City
RECORDS OFFICE



Office of the Schools Division
Superintendent

16 July 2024

DIVISION MEMORANDUM
No. 270, s. 2024

**QMS RISK IDENTIFICATION, ASSESSMENT AND MANAGEMENT SEMINAR-
WORKSHOP**

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

1. Relative to the final call and deadline set for the Quality Management System outputs submission as per DM No. 264 s. 2024, a seminar-workshop will be conducted for **all Risk Management Team both Team Lead and Members on July 23, 2024, 9:00 a.m.-5:00 p.m at the 4th floor Training Hall. Other Team Leads as cited are encouraged to likewise, join the RMT for further collaboration.**
2. The general objectives of the seminar-workshop are the following:
 - Provide straightforward discussion and understanding of risk identification, risk assessment and risk management under the universal application of ISO 9001 standard to participants
 - Determine relationship of SWOT and its alignment to declared risk per process and the creation of a consolidated (SWOT) in the context of SDO Dagupan
 - Write a good risk statement per declared process and consolidated swot, risk and opportunity matrix as outputs during and after the workshop
3. Each participant must bring copy of the
 - QMS/PAWIM Manuals and their sample QCP to serve as reference for the SWOT and Risk statement
 - Writing pad
 - Prepared QCP of their declared process, its SWOT and Risk and Opportunity matrix



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RISK MANAGEMENT TEAM

Lead: Edilberto R. Abalos
CES-SGOD

Members:

Isabelita N. Daroya-CID

Jaime Siapno- CID

Debbie C. Gan-CID

Perpetua V. Barongan- CID

Elvira N. Villamor-SGOD

Edgar T. Timbol-SGOD

Napoleon S. Rovillos-SGOD

Gemma Resurreccion

Janelle S. de Guzman-OSDS

Glenn Erickson T. Basto-SGOD

Marina Festejo- SGOD

Giovannie Arafiles- SGOD

Note: Due to non-availability yet of funds for the QMS, participants can take their personal meals during breaks (snacks and lunch).

3. For you information and guidance.

ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent



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