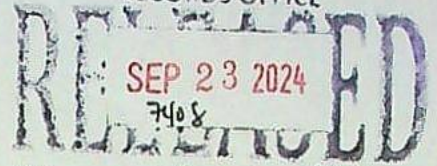




Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OFFICE DAGUPAN CITY

DepEd SDO Dagupan City
 RECORDS OFFICE



By: / Time: 1:30

Office of the Schools Division
 Superintendent

SDO-OSDS-NOM-01

12 September 2024

**NOTICE OF MEETING ON QUALITY MANAGEMENT SYSTEM FINAL
 CHECKING OF QCP CUM RISK REGISTRY AND OPPORTUNITY TEMPLATE**

To: OIC- Asst. Schools Division Superintendent
 Chief Education Supervisors
 Public Schools District Supervisors
 Education Program Supervisors
 Administrative Officer V
 All Risk Management Team
 All Unit Heads/Process Owners Concerned

1. This office requests anew all process owners who attended QCP Writing-Workshop last week to join another session on Risk and Opportunity Writing as per the schedule listed. Your QCP must be brought including, laptop for quick integration of any corrections as may be needed.

Schedule is as follow:

CID	September 24, 2024 2PM ONWARDS	Division Training Center
SGOD	September 25, 2024 1:00 p.m. - 4:00 p.m.	
OSDS (Finance)	September 26, 2024 10:00 a.m. ONWARDS	
OSDS (HR/Admin)	September 27, 2024 10a.m. ONWARDS	

2. The main objective of the session is to ensure that risks identified per declared process are doable and measurable in terms of description and action or response taken for monitoring by the RMT.

3. For you information and guidance.

ROWENA C. BANZON EdD, CESO V
 Schools Division Superintendent

For Schools Division Superintendent


ANNA LIZA M. CHAN
 OIC-Asst. Schools Division Superintendent



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