



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

DepEd SDO Dagupan City  
 RECORDS OFFICE  
**RECEIVED**  
 NOV 15 2024  
 8:00  
 H Time: 11:14

Office of the Schools Division  
 Superintendent

14 November 2024

**DIVISION MEMORANDUM No. 470**

**RESUMPTION OF QUALITY MANAGEMENT SYSTEM SCHEDULE OF  
 BASELINE READINESS ASSESSMENT (MOCK AUDIT) WITH 5S CHECK**

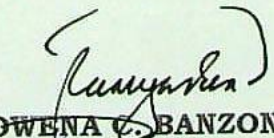
To: OIC- Asst. Schools Division Superintendent  
 Chief Education Supervisors  
 Public Schools District Supervisors  
 Education Program Supervisors  
 Administrative Officer V  
 All Risk Management Team  
 All Unit Heads/Process Owners Concerned

1. This office issues the resumption of the scheduled QMS "mock audit" stalled due to other activities held during the recent week.
2. The IQA and Quality Workplace Teams are advised to prepare for the above subject with their outputs namely: QCP, Risk, SWOT, and Opportunity as available.

**New schedule is shown below:**

CID	Nov, 18 2024 10 a.m. onwards	Respective Offices
SGOD	Nov. 19, 2024 1p.m. onwards	
ASDS	Nov. 20, 2024 3p.m.	
OSDS (Accounting and Budget)	Nov. 21, 2024 10 a.m. onwards	
OSDS ( ADMIN and HR)	November 22, 2024 10 a.m. onwards	

3. For you information and guidance.

  
**ROWENA C. BANZON EdD, CESO V**  
 Schools Division Superintendent



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INTERNAL QUALITY AUDIT TEAM	QUALITY WORKPLACE TEAM
Lead: Jane T. Cajayon-CID	Lead: Myrel Angelica N. Lopez-OSDS
Members:	Members:
Jose O. Oviedo-OSDS	Tatum Grace L. Manzano-SGOD
Theresa P. Parayno-SGOD	Jennette A. Sison-OSDS
Alicia B. Quimboy - CID	Vladimir C. Parayno-SGOD
Liezl S. Cancino-SGOD	Froilan M. Julian-OSDS
Leonarda J. Manansala-CID	Zenaida Peralta - OSDS
Rowena Lapaan - CID	Jeaneline R. Trigue-SGOD
Cristina C. Aquino-CID	Sarah Joy M. Sadaba-OSDS
Harking C. Reyes-OSDS	Paul Rovillos - SGOD
Clarita F. Tamayo - OSDS	
Isagani D. Rosario-SGOD	
Teodoro L. Manaois-SGOD	
Edwin Ferrer - CID	



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