



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



Office of the Schools Division  
Superintendent

January 21, 2025

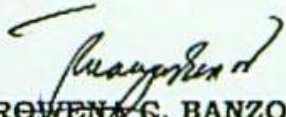
**DIVISION MEMORANDUM**

No.: 019, s. 2025

**SUBMISSION OF ISO DOCUMENTS**

To: Assistant Schools Division Superintendent  
Chiefs of Functional Division- CID & SGOD  
Unit Heads  
All Others Concerned

1. Pursuant to DepEd Memorandum no. 14, s. 2022 entitled DepEd Quality Management System (QMS), and Procedure and Work Instructions Manual (PAWIM), division offices are expected to implement the guidelines outlined in the memo to ensure adherence to the "One DepEd, One Quality" initiative.
2. This office through Quality Management Representative (QMR) announces the deadline of submission of the Planning Documents in conformance to ISO 9001:2015. All Chiefs, unit heads and all others concerned are expected to submit their outputs on February 21, 2025, to be uploaded in this link: [https://bit.ly/ISO\\_SUBMISSION\\_BIN](https://bit.ly/ISO_SUBMISSION_BIN)
3. The sample copies of the aforementioned requirements can be accessed through the link provided, and can be adapted or revised when applicable or necessary depending on the actual processes.  
Link to access the documents : [https://bit.ly/ISOSAMPLE\\_RESOURCES](https://bit.ly/ISOSAMPLE_RESOURCES)
4. All documents uploaded should be vetted and approved by the chiefs/unit heads.
5. Immediate dissemination of and compliance with this memorandum is desired.

  
ROWENA C. BANZON EdD, CESO V  
Schools Division Superintendent



Address: Burgos St., Poblacion Oeste, Dagupan City  
Telephone: (075) 653-4101  
Website: [depeddagupan.com](http://depeddagupan.com)  
email: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)