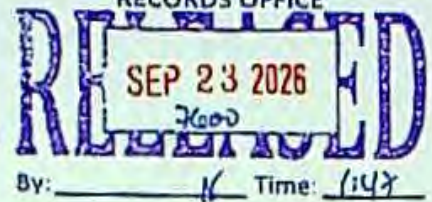




Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City
RECORDS OFFICE



Office of the Schools Division
Superintendent

21 September 2026

DIVISION MEMORANDUM

No. 543 s. 2026

**ADDENDUM TO DM NO. 435, s. 2026- UPDATING THE QUALITY
MANAGEMENT SYSTEM (QMS) TEAM STRUCTURE**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Unit Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. In support of the continuing implementation, maintenance, and continual improvement of the Quality Management System (QMS) of the Schools Division of Dagupan City, and in order to strengthen the systematic management, control, protection, retrieval, and dissemination of official information, additional members are hereby designated to form part of the QMS Structure for the Information Management, Documented Information, and Dissemination Process.
2. The designation aims to ensure that documented information required by the QMS is properly controlled and maintained, while official information is communicated and disseminated to concerned stakeholders in a timely, accurate, appropriate, and authorized manner.
3. Additional members are as follows:

Name	Position/Designation/Functional Division	Assignment
Lemuel Dino V. Visperas	Project Development Officer II/CID	Designated Information Officer
Carla Jean F. del Rosario	Administrative Assistant III (Senior Bookkeeper)/OSDS	Member, Information Management and Dissemination
Janice M. Vergara	Librarian II/CID	Member, Information Management and Dissemination



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Baron Whayne Noriega	Administrative Aide VI/OSDS	Member, Information Management and Dissemination
Carla Patricia Erfe	Administrative Aide VI/OSDS	Member, KMT (Documented Information)

4. All other provisions of Division Memorandum No. 435, s. 2026 that are not consistent with this addendum/corrigendum shall remain in full force and in effect.
5. All concerned personnel are hereby enjoined to take note and comply with the changes to ensure the effective implementation of the Division's Quality Management System.
6. This corrigendum /addendum shall take effect immediately upon issuance.
7. For information, guidance and strict compliance.


MARCIANO U. SORIANO JR., PhD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent