



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent
DIVISION MEMORANDUM

SGOD-2024-647

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
School Heads and Teachers of Public
Elementary and Secondary Schools
All Non-teaching Personnel

Subject : RELATED TRAININGS AND ACTIVITIES FOR ONE DEPED, ONE QMS
FOR REGION XI SCHOOLS DIVISION OFFICES

Date : October 15, 2024

In reference to the attached Regional Memorandum PPRD-2024-123, re: "One DepEd, One QMS for Region XI Schools Division Offices", this Office directs all the concerned personnel and the field about these series of activities. This aims to enhance the delivery of quality basic education services across all levels of governance, including central office (CO), regional offices (ROs), schools division offices (SDOs), and schools/community learning centers (CLCs). Other important details are in the enclosure.

Attached herewith also is the approved Division Memorandum No. 026, s. 2024, re: "Composition on the Quality Management System, (QMS) Teams of the Schools Division Office of Digos City" dated March 25, 2024.

For information, guidance, and compliance.

For and in the absence of the
Schools Division Superintendent

Cherrie Anne B. Bohol, 10/15/24
CHERRIE ANNE B. BOHOL 10-15-2024
EPS- SGOD *Amelita S. O. Smita*
Officer-In-Charge

Enclosed: As stated.
SGOD/PR/mbr

DepEd Schools Division of Digos City

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BY: *[Signature]*



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Republic of the Philippines
Department of Education
DAVAO REGION

DepEd Schools Division of Digos City

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October 08, 2024

REGIONAL MEMORANDUM
PPRD-2024-123

ONE DEPED, ONE QMS FOR REGION XI SCHOOLS DIVISION OFFICES

To: Assistant Regional Director
Schools Division Superintendents
Chiefs of Functional Divisions
All Others Concerned

- Attached is DepEd Order No. 009, Series 2021, titled "Institutionalization of a Quality Management System (QMS) in the Department of Education." This order aims to enhance the delivery of quality basic education services across all levels of governance, including the central office (CO), regional offices (ROs), schools division offices (SDOs), and schools/community learning centers (CLCs).
- This Office will provide technical assistance for the implementation of the National Quality Management System (NQMS) to all Schools Division Offices through a series of training sessions hosted by the designated SDOs, as outlined in Annex 1.
- For any clarifications, please reach out to the Policy, Planning and Research Division of this Office through Emmanuel Alpha D. Sicam.

ALLAN G. FARNAZO
Director IV

Encl.: As stated
ROP3/eads

DEPARTMENT OF EDUCATION - DAVAO
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Oct. 09, 2024
39611



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147
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Republic of the Philippines
Department of Education
DAVAO REGION

ANNEX 1

TRAININGS AND ACTIVITIES

NO.	TITLE	DESCRIPTION	TARGET PAX	DATE	HOST SDO
1	ISO 9001 Awareness Seminar	This seminar/workshop will introduce the fundamentals of ISO certification and its requirements. It will also provide an overview of the Planning Documents for the National Quality Management System (NQMS) and outline how these will be implemented by the Schools Division Offices (SDOs) in Region XI.	1 QMR Team Leaders of: 1 RMT 1 KMT 1 TAT 1 IAT 1QWT 1 Representative per Unit/Section	January 21 – 24, 2025	
2	Training and Advocacy Training	This training focuses on implementing the Training Advocacy Procedure, with an emphasis on NQMS-related trainings conducted by SDO personnel.	<u>5 per SDO</u> Team Leader of: 1 TAT 4 members of TAT	February 20 – 21, 2025	
3	Risk Management Training	This training provides an in-depth understanding of how Risk Management should be implemented within the NQMS, based on ISO 31000.	<u>5 per SDO</u> 1 QMR RMT Team Leader 3 RMT Members	March 20 – 23, 2025	
4	Knowledge Management Training	This training offers guidance on implementing knowledge management and controlling documented information related to NQMS documents and records.	<u>5 per SDO</u> 1 QMR 1 KMT Team Leader 3 KMT Members	April 24 – 25, 2025	
5	Quality Workplace Training	This training equips participants with the knowledge and skills to implement the Quality Workplace Manual of the Schools Division Offices.	<u>5 per SDO</u> QWT 1 Team leader 4 members	May 22– 23, 2025	



Republic of the Philippines
Department of Education
DAVAO REGION

6	Internal Audit Training	This training focuses on the requirements of ISO 19011:2018 for conducting internal audits in the Schools Division Offices. It will be facilitated by an IRCA CQI-accredited trainer as specified in the PAWIM	5 per SDO IQAT 1 Team leader 4 members	June 23–27, 2025	
7	Inter-Division Internal Audit	This activity will be conducted simultaneously by all SDOs in Region XI. Internal auditors will be assigned randomly to various SDOs and facilitated by a representative from the Regional Office.	5 per SDO IAT 1 Team leader 4 members	July 21–25, 2025	
8	Readiness Assessment	This activity will be conducted simultaneously by all SDOs in Region XI. Regional Office internal auditors will be assigned randomly to various SDOs to carry out the readiness assessment.	RO IQA Team	August 18–22, 2025	All SDOs
9	Stage 1 External Audit	A Stage 1 audit in the ISO certification process, often referred to as "document review," is a preliminary assessment that focuses on evaluating the SDOs readiness for the full Stage 2 audit.	SDO personnel RO Representatives	September 2025	All SDOs
10	Stage 2 External Audit	A Stage 2 audit in the ISO certification process is a comprehensive evaluation that assesses the effectiveness of an organization's management system in practice.	SDO personnel RO Representatives	October 2025	All SDOs
11	ISO 9001 Awarding			December 2025	All SDOs



Republic of the Philippines
Department of Education

24 FEB 2021

DepEd ORDER
No. **009** s. 2021

**INSTITUTIONALIZATION OF A QUALITY MANAGEMENT SYSTEM
IN THE DEPARTMENT OF EDUCATION**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
Division Chiefs
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed Guidelines on the **Institutionalization of a Quality Management System (QMS)** certifiable to ISO 9001 standards toward consistent, effective and efficient delivery of basic education services across all levels of governance: central office, regional offices, schools division offices, and schools/community learning centers (CLCs).
2. This is pursuant to Executive Order No. 605, s. 2007 titled *Institutionalizing the Structure, Mechanisms, and Standards to Implement the Government Quality Management Program (GQMP)*, which directs all departments and agencies of the Executive branch to adopt a QMS as part of the implementation of a government-wide quality management program.
3. Furthermore, this is in line with the Department's thrust to deliver citizen-centric quality public service as evidenced by its consistent accomplishment of agency performance targets.
4. This Order aims to provide DepEd offices and schools/CLCs with guidelines and standards to integrate DepEd internal systems and processes, upgrade people capacity, ensure consistency in the delivery of quality services, and foster continuous improvement that will result in enhanced and sustained client satisfaction. Private educational institutions are encouraged to adopt these guidelines and establish a QMS.
5. All other QMS-related DepEd issuances, rules and regulations, as well as provisions, which are inconsistent with this policy are repealed, rescinded, or modified accordingly.
6. For more information, please contact the **Bureau of Human Resource and Organizational Development**, 4th Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at nqmssupport@deped.gov.ph or at telephone number (02) 8633-5375.

7. Immediate dissemination of and strict compliance with this Order are directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encl.:
As stated

References:
DepEd Order No. 43, s. 2010
DepEd Memorandum No. 035, s. 2020

To be indicated in the Perpetual Index
under the following subjects:

BUREAUS AND OFFICES
CERTIFICATION
PERFORMANCE
RULES AND REGULATIONS
SCHOOLS
SERVICE

DJP/SMMA/JD - DO Institutionalization of QMS
June 11/December 17, 2020



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DEPED-OSEC-440329



Republic of the Philippines
Department of Education
DAVAO REGION

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DAVAO REGION

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Republic of the Philippines
Department of Education

24 FEB 2021

DepEd ORDER
No. **009**, s. 2021

**INSTITUTIONALIZATION OF A QUALITY MANAGEMENT SYSTEM
IN THE DEPARTMENT OF EDUCATION**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
Division Chiefs
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed Guidelines on the **Institutionalization of a Quality Management System (QMS)** certifiable to ISO 9001 standards toward consistent, effective and efficient delivery of basic education services across all levels of governance: central office, regional offices, schools division offices, and schools/community learning centers (CLCs).
2. This is pursuant to Executive Order No. 605, s. 2007 titled *Institutionalizing the Structure, Mechanisms, and Standards to Implement the Government Quality Management Program (GQMP)*, which directs all departments and agencies of the Executive branch to adopt a QMS as part of the implementation of a government-wide quality management program.
3. Furthermore, this is in line with the Department's thrust to deliver citizen-centric quality public service as evidenced by its consistent accomplishment of agency performance targets.
4. This Order aims to provide DepEd offices and schools/CLCs with guidelines and standards to integrate DepEd internal systems and processes, upgrade people capacity, ensure consistency in the delivery of quality services, and foster continuous improvement that will result in enhanced and sustained client satisfaction. Private educational institutions are encouraged to adopt these guidelines and establish a QMS.
5. All other QMS-related DepEd issuances, rules and regulations, as well as provisions, which are inconsistent with this policy are repealed, rescinded, or modified accordingly.
6. For more information, please contact the **Bureau of Human Resource and Organizational Development**, 4th Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at nqmssupport@deped.gov.ph or at telephone number (02) 8633-5375.

7. Immediate dissemination of and strict compliance with this Order are directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encl.:
As stated

References:
DepEd Order No. 43, s. 2010
DepEd Memorandum No. 035, s. 2020

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DEPED-OSEC-440329

DJP/SMMA/JD - DO Institutionalization of QMS
June 11/December 17, 2020



Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

March 25, 2024

DIVISION MEMORANDUM

No. 026, s. 2024

**COMPOSITION ON THE QUALITY MANAGEMENT SYSTEM (QMS) TEAMS OF
THE SCHOOL DIVISION OFFICE OF DIGOS CITY**

To : Assistant Schools Division Superintendent
Chiefs of CID and SGOD
All Section and Unit Heads
All other Personnel and Concerned

1. Pursuant to the implementation of DepEd Order No. 009, s. 2021, "Institutionalization of Quality Management System in the Department of Education", all governance levels of DepEd shall implement the National Quality Management System to ensure efficient and customer-focused products and services to all stakeholders. Specifically, the Department of Education issues this guideline certifiable to ISO 9001 standards towards consistent, effective and efficient delivery of basic education services across all governance: central office, regional offices, school division offices, and schools/community learning centers (CLCs).
2. Relative to this, the Region through Regional Memorandum PPRD-2024-19 has directed the submission of the Division QMS Teams compositions (Annex A) through pprd.region11@deped.gov.ph which shall be the basis for capacity-building activities and interfacing with the Regional QMS Teams. Attached in Annex A is the composition of the SDO Digos City QMS Teams who shall act as Focal Persons for the different responsibilities and activities involved.
3. For information and guidance.

Melanie P. Estacio
MELANIE P. ESTACIO, PhD, CESO VI
OIC- Schools Division Superintendent

Schools Division Office of Digos City
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24-118370
DATE: APR 04 2024 TIME: 6:00 PM
BY: *[Signature]*

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Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

Annex A.

INSTITUTIONALIZATION OF A QUALITY MANAGEMENT SYSTEM OF SDO DIGOS CITY
QUALITY MANAGEMENT SYSTEM TEAM COMPOSITION

TEAM	PROPOSED COMPOSITION (based on Regional Memorandum PPRD-2024-019)	
	Name	COMPOSITION
QMR	Maria Genevieve T. Francisquete, CESO VI	No Position Indicated
SECRETARIAT	Reyzen M. Monserate	Team Leader
	Leilani T. Senires	Deputy Team Leader
	Peter-Jason C. Senarillos	Member
	Marjun B. Reboquillo	Member
	Cecile C. Uy	Member
	Janice S. Alquizar	Member
INTERNAL AUDIT	Sollie B. Oliver	Team Leader
	Cherrie Ann B. Bohol	Deputy Team Leader
	Clarence S. Pillerin	Member
	Marjun B. Reboquillo	Member
	Reyzen Monserate	Member
	Mark C. Castaneres	Member
	Cherry Rossette E. Oliva	Member
	Jessica G. Lucero	Member
	Gervasio R. Salinas, Jr.	Member
	Jem Boy B. Cabrella	Member
QUALITY WORKPLACE	Francis Jude D. Alcomendras	Team Leader
	Mhyrra Faye Ll. Balingit	Deputy Team Leader
	Atty. Clarisse Joy L. Arnaez-Llaban	Member
	Dr. Lyra Pilarte	Member
	Noreliza A. Misal	Member
	Aleli M. Chiong	Member
	Jayzon T. Cardines	Member
	Marcelino P. Ranollo	Member
	Hazel Escabillas	Member
	April Rose Alcala	Member
	Jose Israel Maravilles	Member
KNOWLEDGE MANAGEMENT	Beverly S. Daugdaug	Team Leader
	Sollie B. Oliver	Deputy Team Leader
	Ronald B. Dedace	Member
	Atty. Rodel L. Pagayon	Member
	Jem Boy. B. Cabrella	Member



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Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

	Ida I. Juezan	Member
	Joan M. Niones	Member
	Zandria M. Sy	Member
	Noreliza A. Misal	Member
	Eleser D. Mateo	Member
TRAINING AND ADVOCACY	Sollie B. Oliver	Team Leader
	Beverly S. Daugdaug	Deputy Team Leader
	Ronald B. Dedace	Member
	Janice Alquizar	Member
	Reyzen Monserate	Member
	Marjun B. Rebosquillo	Member
	Ida I. Juezan	Member
	Claire Marriz Moral	Member
	Ruben Evaretta	Member
	Juvy Comaingking	Member
RISK MANAGEMENT	Peter-Jason C. Senarillos	Team Leader
	Eleser D. Mateo	Deputy Team Leader
	Francis Jude D. Alcomendras	Member
	Jayzon T. Cardines	Member
	Heide Escalona	Member
	Neil D. Bongcayao	Member



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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

PPRD-2024-019

To : Assistant Regional Director
Schools Division Superintendents
All Others Concerned

Subject: REITERATION OF DEPED ORDER NO. 009, SERIES 2021
"INSTITUTIONALIZATION OF A QUALITY MANAGEMENT
IN THE DEPARTMENT OF EDUCATION"

Date : March 4, 2024

Pursuant to DepEd Order No. 009, s.2021, **"Institutionalization of a Quality Management System in the Department of Education"**, provides that all governance levels shall implement the National Quality Management System to ensure efficient and customer-focused products and services to all stakeholders.

Anent to this, the Schools Division Offices are enjoined to **submit a list of QMS Teams composition (Annex A) through pprd.region11@depd.gov.ph on or before March 20, 2024** which shall be the basis for capacity-building activities and interfacing with the Regional QMS Teams.

For information and compliance.

ALLAN G. FARRAZO
Director

Enclosed: As stated.

ROP3/eads

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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

ANNEX A

TEAM	TOTAL	COMPOSITION
QMR	1	ASDS or Chief
Secretariat	5	1 Team Leader 1 Deputy 3 members
Internal Audit Team	10	1 Team Leader 1 Deputy 8 members
Quality Workplace Team	10	1 Team Leader 1 Deputy 8 members
Knowledge Management Team	10	1 Team Leader 1 Deputy 8 members
Training and Advocacy Team	10	1 Team Leader 1 Deputy 8 members
Risk Management Team	5	1 Team Leader 1 Deputy 3 members



Address: F. Torres St., Davao City (8000)
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Email Address: region11@deped.gov.ph
Website: www.depedrox1.ph