



Republic of the Philippines

Department of Education

Caraga Region

SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

29 JUNE 2021

Office MEMORANDUM

No. 11C, s. 2021

REORIENTATION ON ISO 9001:2015 QUALITY MANAGEMENT SYSTEM

To : Section/Unit Heads
All Other Personnel
This division

1. In preparation for the upcoming Second Surveillance of the ISO 9001:2015 Quality Management System (QMS), this office shall be conducting a Reorientation on the Standards of the QMS implementation on July 13 via google meet. The link will be disseminated prior to the schedule.
2. The above-mentioned reorientation shall be participated by the Section/Unit Heads and all other personnel in this division.
3. The following are the topics, schedule, and presenters:

Topics/Parts	Schedule	Speakers/Presenters
Short Opening Program	8:15-8:30	c/o Management Review Team
ISO and its significance to Deped System	8:30-9:30	Dr. Gilbert L. Gayrama OIC-Asst. Schools Division Superintendent
-ISO Standards/Clauses -Principles of Crafting QMS Quality Policy & Objectives	9:30-10:30	Liza M. Guinguing SEPS/QMR
-SWOT Analysis Background -Presentation of the Finalized SWOT Analysis per Functional Division	10:30-11:30	Bryan L. Arreo EPS/Deputy QMR Functional Division Chiefs
Customer Satisfaction	11:30-12:00	Bryan L. Arreo EPS/Deputy QMR
Lunchbreak		
Document Control and Styles	1:00-2:00	Dr. Camela G. Lerio, EPS/Chair





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Internal Quality Audit	2:00-3:00	Dr. Elvira S. Urbiztondo SGOD Chief/ Chair
Risk Management	3:00-4:00	Dr. Celsa A. Casa CID Chief/Chair
7S/Workplace Organization Standards	4:00-5:00	Shirlene E. Crabajales AO V/Chair

4. The conduct of the one-day reorientation shall be facilitated by the Management Committee Review Team chaired by Dr. Analiza G. Doloricon, EPS.
5. For information and guidance.

JOSITA B. CARMEN, CESO V
Schools Division Superintendent

