

Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



HRDD-UM01-2023-256


06 September 2023

**Unnumbered Memorandum**

**VIRTUAL PLANNING MEETING OF THE REGIONAL OFFICE  
AND SDO BIÑAN QMS TEAM LEADS**

To **Regional Office QMS Team Leads**  
**SDO Binan City QMS Team Leads**  
**QMS Secretariat**

1. Relative to the conduct of the NQMS Technical Assistance to the SDOs on NQMS Journey Towards One DepEd, One QMS Certification on September 13-15, 2023, via blended modality, this Office through the QMS Office shall conduct a virtual planning meeting on September 7, 2023 at 3:00 p.m. via MS Teams.
2. The virtual meeting aims to finalize the topics to be discussed and the assigned tasks of the QMS Teams, the needed materials to be prepared, etc.
3. Please see Enclosure 1 for the List of Attendees.
4. Attendees are requested to use their DepEd email account to access the MS Teams meeting link: <https://bit.ly/PM-QMS-RO-SDOTeams> .
5. For the information and guidance of all concerned.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director

Enclosure 1

06/ROH3-Q1



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Certificate No. PHP QMS  
22 93 0085

Enclosure 1

**Virtual Planning Meeting of The Regional Office  
and SDO Biñan QMS Team Leads**

List of Attendees

<b>Office</b>	<b>QMS Team</b>	<b>Team Lead</b>
Regional Office	IQAT	Elino S. Garcia
	KMT	Michael Girard R. Alba
	RMT	Eduarda N. Zapanta
	QWT	Gian Carlo Ventura
	QMR	Luz E. Osmena
	QMS Secretariat Lead	Elena L. Lopez
	TAT	Nadina G. Gatton TAT Members
SDO Binan City	IQAT	Isidra Galman
	KMT	Eva Joyce V. Cabantog
	RMT	Bayani Enriquez
	TAT	Mary Ann Tatlongmaria
	QWT	Ariel Cabantog
	QMR	Gertrude Anunciacion
	QMS Lead Secretariat	Ferdinand Arbo