

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

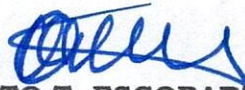
12 September 2023

Unnumbered Memorandum

**ASSIGNED TASKS OF THE REGIONAL OFFICE
AND SDO BIÑAN QMS TEAM LEADS ON THE NQMS
TECHNICAL ASSISTANCE TO SDOs**

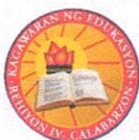
To **Regional Office QMS Team Leads**
SDO Binan City QMS Team Leads
QMS Secretariat

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 requests the presence of the Regional Office and SDO Binan City QMS Team Leads to serve as resource persons on their assigned topics. Please refer to the attached enclosure on the updated Matrix of Activities and the List of Resource Persons and Program Management Team.
2. For the information and guidance of all concerned.


ATTY. ALBERTO T. ESCOBARTE, CESO II

 Regional Director 

06/ROH3-Q1



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085

Enclosure 1

**NQMS Technical Assistance to the SDOs on NQMS Journey Towards One
DepEd, One QMS Certification
Updated Matrix of Activities**

September 13, 2023		
Time	Activity/Session	Person in-charge/ RP
8:30 - 9:00 a.m.	Preliminaries	RO TAT
9:00 - 12:00 noon	Session 1: NQMS Start up - Awareness	Mr. Andy Nisperos NQMS Secretariat
12:00 - 1:00 p.m.	Lunch Break	
1:00 - 2:30 p.m.	Session 2: NQMS On the Go: Documentary Requirements	Dr. Luz E. Osmena QMR- ROP IV-A
	Session 2-A. NQMS Manual	Dr. Gertrude Anunciacion QMR- SDO Biñan City
2:30 - 2:35 p.m.	Health Break	
2:35 - 4:05 p.m.	Session 2-B: b. PAWIM • MR Process • QMS Team Processes	• Ms. Elena Lopez - ROP • All Team Leads
September 14, 2023		
8:00 - 8:30 a.m.	Preliminaries	RO TAT
8:30- 12:00 noon	Session 2-C. QMS Planning Documents	SDO Binan City RMT
12:00 - 1:00 p.m.	Lunch Break	
1:00 - 3:00 p.m.	Session 2-D. (OM per FD) Integrated Operations Manual	SDO Binan City KMT
3:00 - 4:00 p.m.	Workshop 1: Asynchronous session per SDO • Review and Alignment of OM to NQMS Manual & processes & adjustment of OM per SDO Office, (CID & SGOD), OSDS and processes	
September 15, 2023		
8:00 - 8:30 a.m.	Preliminaries	RO TAT
8:30 - 12:00 a.m.	Presentation of Output- QMS Planning Docs and OMs to focus on the QCP • OSDS • CID • SGOD	Critique: RO, SDO QMR, QMS Team Leads
12:00 - 1:00 p.m.	Lunch Break	
1:00 - 3:00 p.m.	NQMS Lets Go! Breakout session per QMS Team	SDO Biñan City IQAT SDO Biñan City RMT SDO Biñan City KMT SDO Biñan City TAT SDO Biñan City QWT - SDO Biñan City QMS Lead Secretariat
3:00 - 4:00 p.m.	Next Steps: Technical Guidance and Readiness Assessment	RO- QMR

Enclosure 2

**NQMS Technical Assistance to the SDOs on NQMS Journey Towards One
DepEd, One QMS Certification**

List of Regional Office and SDO Binan City Resource Persons and PMT

Office	QMS Team	Resource Persons
Central Office, BHROD	NQMS Secretariat	• Adolfo Nisperos
Regional Office	IQAT	• Elinio S. Garcia • Evan Lyn-Dell C. Masing
	KMT	• Michael Girard R. Alba
	RMT	• Eduarda M. Zapanta • Bryan Pobe • Adrian Bullo
	QWT	• Gian Carlo Ventura
	QMR	• Luz E. Osmeña
	QMS Secretariat Lead	• Elena L. Lopez
	TAT	• Nadina G. Gaton
SDO Binan City	IQAT	• Isidra Galman
	KMT	• Lester Ramos
	RMT	• Bayani Enriquez
	TAT	• Mary Ann Tatlongmaria
	QWT	• Ariel Cabantog
	QMR	• Gertrude Anunciacion
	QMS Lead Secretariat	• Ferdinand Arbo
Regional Office	TWG	• Jisela N. Ulpina
		• Jonalyn B. Pattalitan
		• Donna L. Lago
		• Meliza G. Liporada
		• Blessie Sotomayor
		• Rey M. Valenzuela