



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

January 24, 2023

OFFICE MEMORANDUM

No. **033**, s. 2023

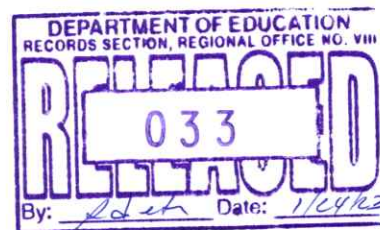
To: Assistant Regional Director
 Regional Office Division Chiefs
 Quality Management Representatives
 Chairperson and Co-Chairperson of QMS Teams
 QMS Secretariat Chairperson and Co-Chairperson
 Unit and Section Heads
 All Others Concerned

**EXTENSION ON THE DUE OF THE SUBMISSION OF THE OPERATIONS MANUAL
 AND PLANNING DOCUMENTS PER REGIONAL FUNCTIONAL DIVISION**

1. With reference to Office Memorandum No. 015, s. 2023 and as an offshoot of the agreements firmed up during the Status Update and Information Sharing Meeting of the Quality Management Representatives and Chairpersons of the Quality Management Teams on January 23, 2023, this Office extends the deadline on the submission of the Operations Manual on Quality Control Procedures and Planning Documents from February 6, 2023 to February 14, 2023.
2. Immediate dissemination of this Memorandum is desired.


EVELYN R. FETALVERO, CESO IV
 Regional Director

PPRD-TCPJ





Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

January 6, 2023

OFFICE MEMORANDUM

No. **015**, s. 2023

To: Assistant Regional Director
 Regional Office Division Chiefs
 Quality Management Representatives
 Chairperson and Co-Chairperson of QMS Teams
 QMS Secretariat Chairperson and Co-Chairperson
 Unit and Section Heads
 All Others Concerned

**PREPARATION AND SUBMISSION OF THE OPERATIONS MANUAL AND
 PLANNING DOCUMENTS PER REGIONAL FUNCTIONAL DIVISION**

1. With reference to DepEd Order No. 09, s. 2021 (Institutionalization of a Quality Management System in the Department of Education) and DepEd Memorandum No. 14, s. 2022 (The DepEd Quality Management System Manual and Procedures and Work Instructions Manual) and as an offshoot of the agreements firmed up during the Orientation on the National Quality Management System (NQMS) for the Regional Office's Personnel and Schools Division Offices' QMS Focal Persons held on December 19-21, 2022, this Office requires all Regional Functional Divisions (RFDs) to prepare and submit their respective Operations Manual (OM) on Quality Control Procedures and Planning Documents.
2. The aforementioned documents shall ensure continued suitability and adequacy of the implementation of the QMS and in preparation for the readiness assessment scheduled in March 2023. The said documents shall be submitted to Ms. Mercedes D. Sarmiento, Chairperson of Knowledge Management Team (KMT), on or before February 6, 2023.
3. Attached for reference in crafting or organizing the said documents are the following:
 - a) Guide in Crafting Operations Manual; and
 - b) Guide in Planning Documents.
4. All other materials can be accessed through the link: bit.ly/DepEdNQMS.



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5. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

PPRD-TCPJ

