



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

June 13, 2023

OFFICE MEMORANDUM

PPRD-2023- 350

**UPDATES ON THE CONDUCT OF THE INTER-REGIONAL AUDIT FOR
DEPED REGIONAL OFFICE VIII**

To: Director III
Regional Functional Division Chiefs and Unit and Section Heads
Quality Management Representatives
Chairperson, Co-Chairperson, and Members of QMS Teams
QMS Secretariat
Process Owners per Functional Division
All Others Concerned

1. Attached is Memorandum DM-OUHROD-2023-0773 *re* Conduct of Inter-Region Internal Quality Audit for the Regional Offices. With reference to Office Memorandum 332, s. 2023 and with the preceding Memorandum from the Human Resource and Organizational Development, this Office reminds all Regional Functional Divisions, Unit/Sections, and the Quality Management System Teams in the Regional Office to undertake the necessary preparations for the conduct of the Inter-Region Audit for DepEd Regional Office VIII scheduled on June 21-23, 2023.
2. Attached is the program design for the said Inter-Region Internal Quality Audit, for reference.
3. Immediate dissemination of and compliance with this Memorandum are desired.

for: *Amc*
EVELYN R. FETALVERO, CESO IV
Regional Director

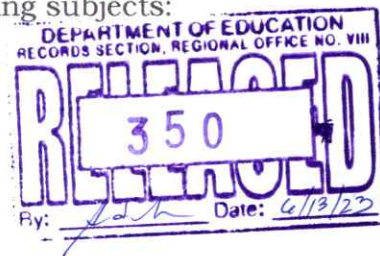
Enclosures: As stated

References: As stated

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

NQMS

PPRD-TCPJ



Enclosure to Office Memorandum PPRD-2023- 350

Program Design for the Inter-Region Internal Quality Audit
June 21-23, 2023

TIME	DAY 1	Day 1	Day 2	
8:00 – 9:00	<i>Travel going to venue</i>	Management Processes: <ul style="list-style-type: none"> Quality Management Representative (QMR) QMS Teams Office of the Regional Director (ORD) Policy Planning and Research Division (PPRD) 	<i>Travel back home</i>	
9:00 – 9:30				
9:30 – 10:30				
10:30 – 10:45				HEALTH BREAK
10:45 – 12:00				Core Processes: <ul style="list-style-type: none"> Curriculum and Learning Management Division (CLMD) Human Resource and Development Division (HRDD)
12:00 – 1:00				LUNCH BREAK
1:00 – 2:00	Courtesy Call to RO Officials	Support Processes: <ul style="list-style-type: none"> Field Technical Assistance Division (FTAD) Public Affairs Unit (PAU) Finance Division (FD) 		
2:00-3:00				
3:00 – 3:15	Opening Program	HEALTH BREAK		
3:15 – 4:15		Support Processes: <ul style="list-style-type: none"> Quality Assurance Division (QAD) Education Support Services Division (ESSD) Administrative Service Division (ASD) 		
4:15 – 5:00				





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Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2023-0773

TO : All Regional Directors

FROM : GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : Conduct of Inter-Region Internal Quality Audit for the Regional Offices

DATE : 8 June 2023

To ensure the effective implementation of the Quality Management System (QMS) in conformance with the requirements of ISO 9001:2015 and the National QMS (NQMS) Standards at the Regional Offices (ROs) and its operating units, the Bureau of Human Resource and Organizational Development – Organization Effectiveness Division (BHROD-OED) conducted an Internal Quality Audit Workshop for the Sixteen (16) ROs last May 29-June 1, 2023. The workshop resulted in the development of a standard audit checklist and helped the RO Internal Auditors acquire enhanced approaches in audit reporting and mechanisms in the evaluation of corrective action for nonconformities.

In this regard, an **Inter-Region Internal Quality Audit for the Regional Offices will be conducted on June 13-30, 2023** as part of the preparation for the Regional ISO 9001:2015 Certification in October 2023. Thus, all Regional Offices, excluding Region IV-A CALABARZON as one of the NQMS Pilot Offices, are requested to undertake the necessary preparations, particularly in ensuring the updates and improvements of their QMS documents to avoid nonconformity.

Board and lodging of all participants shall be charged against **ATC-2023-CO-00395**, subject to the usual government accounting and auditing rules and regulations. Kindly note that the travel expenses of the RO Internal Auditors shall be downloaded to their respective Regional Offices. Further, in cases where the downloaded funds will not suffice, all other travel expenses shall be charged against their respective local funds.

Attached are the following annexes, for your guidance:

- **Annex A:** Program Design;
- **Annex B:** List of Internal Auditors;
- **Annex C:** RO Audit Schedule.

For questions or clarifications, please contact Mr. Adolfo A. Nisperos, Jr. or Ms. Krizia D. Rodriguez of BHROD-OED through telephone at (02) 8633-5375 or email at nqmssupport@deped.gov.ph.

Thank you.

Annex A: Program Design for the Inter-Region Internal Quality Audit

TIME	DAY 1	Day 1	Day 2	
8:00 – 9:00	<i>Travel going to venue</i>	Management Processes: <ul style="list-style-type: none"> • Quality Management Representative (QMR) • QMS Teams • Office of the Regional Director (ORD) • Policy Planning and Research Division (PPRD) 	<i>Travel back home</i>	
9:00 – 9:30				
9:30 – 10:30				
10:30 – 10:45				HEALTH BREAK
10:45 – 12:00				Core Processes: <ul style="list-style-type: none"> • Curriculum and Learning Management Division (CLMD) • Human Resource and Development Division (HRDD)
12:00 – 1:00				LUNCH BREAK
1:00 – 2:00	Courtesy Call to RO Officials	Support Processes: <ul style="list-style-type: none"> • Field Technical Assistance Division (FTAD) • Public Affairs Unit (PAU) • Finance Division (FD) 		
2:00-3:00				
3:00 – 3:15	Opening Program	HEALTH BREAK		
3:15 – 4:15		Support Processes: <ul style="list-style-type: none"> • Quality Assurance Division (QAD) • Education Support Services Division (ESSD) • Administrative Service Division (ASD) 		
4:15 – 5:00				

Annex B: List of RO Internal Auditors

NAME	REGION
Valdez, Juner Windel	Region 1
Gutierrez, Oliver F.	
Lalicon , Myla V.	
Macailing, Maureen M.	
Guiloy, Ronnie P.	Region 2
Uy, Camile Grace I.	
Pacquing, Ryan R.	
Qaddoumi, Nor Aldeen E.	
Pagtalunan, Erwin C.	Region 3
Culala, Ariel M.	
Dela Cruz, Anthony S.	
Paruginog, Zandra Z.	
Samala, Laurente A.	Region 4-B
Dimaculangan, Feejay A. PhD	
Catud, Herminio Jose C.	
Ramirez, Freddie Rey R.	
Gimenez, Rosary Ann A.	Region 5
Abogado, Shannon D.	
Mendina, Cheenee O.	
Margallo, Joy B.	
Iledan, Jude Thaddeus I.	Region 6
Sindingan, Leilanie F.	
Dioso, Jingky L.	
Llave, Ruby T.	
Elnar, Emiliano Jr. B.	Region 7
Bryant, Merden L.	
Paragoso, Sofronio D.	
Miro, Cynthia S.	
Adtoon, Gerardo L.	Region 8
Camposano, Marlou D.	
Caboboy, Elizabeth	
Mangaliman, Geraldine	
Daligdig, Romeo	Region 9
Tubongbanua, Norvina	
Ceniza, Iris Faye	

Catalan, Filma	Region 10
Ortega, Edith L.	
Pelagio, Reinante Noel N.	
Base, Lita P.	
Ebisa, Enerio E.	Region 11
Sicam, Emmanuel Alpha D.	
Belonio, Brenda	
Gamalong, Janice T.	
Padua, Fretzel Mae L.	Region 12
Bisnar, Glenn A.	
Valeroso, Norman S.	
Cheryl P. Villa	
Michael A. Poblador, PhD	Region 13
Linog, Bernabe L.	
Villareal, Marlyne M.	
Mendoza, Edmund D.	
Miolata, Jessa	NCR
Vicencio, Leah Ailah	
Macabando, Yassema C.	
Lim, Jingle A.	CAR
Flora, Vanessa B.	
Flora, Vandolph B.	
Ambrona, Jonalyn C.	
Basa, Romulo	



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HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

Annex C: RO Audit Schedules with NQMS Secretariat

Date / Auditor	Region 1	Region 2	Region 3	Region 4B	Region 5	Region 6	Region 7	Region 8	Region 9	Region 10	Region 11	Region 12	CARAG A	NCR	CAR
Jun 13 (T)															
Jun 14 (W)															
Jun 15 (Th)															
Jun 16 (F)															
Jun 17 (S)															
Jun 18 (Su)	4 RO 3 + 2 OED 18 travel 19-20 audit					4 RO 10 + 2 OED 18 arrival 19 audit (4) 20-21 audit (2) 21 travel back	4 RO 9 + 2 OED 18 arrival 19-20 audit 21 travel back							4 CAR+ 2 OED 18 arrival 19-20 audit 21 travel back	
Jun 19 (M)															
Jun 20 (T)			4 RO 2 + 2 OED 21 arrival 22-23 audit												
Jun 21 (W)				4 RO 8 + 2 OED 21 arrival 21-23											
Jun 22 (Th)															

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