



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

June 21, 2024

REGIONAL MEMORANDUM

No. **702** s. 2024

**UPDATES ON THE CAPACITY-BUILDING IN THE IMPLEMENTATION OF
THE NATIONAL QUALITY MANAGEMENT SYSTEM FOR
SCHOOLS DIVISION OFFICES**

To: Schools Division Superintendents
Regional Office Division Chiefs
All Others Concerned

1. Concerning Regional Memorandum No. 255, s. 2024, this Office, through the Human Resource Development Division (HRDD), announces the conduct of the **Capacity-building in the Implementation of the National Quality Management System (NQMS) for Schools Division Offices (SDOs)** on August 12 - 13, 2024 (Batch 1) and August 15 - 16, 2024 (Batch 2) in a venue to be announced through a separate issuance.

2. The activity aims to (a) orient the participants on the Department's purpose in institutionalizing a National QMS, including the Quality Policy, QMS Structure, and the QMS Teams' Terms of Reference, (b) describe the processes involved and documentary requirements needed in the QMS implementation, and (c) draft Planning Documents and Operations Manual.

3. The participants in this activity are listed below.

Office/Participants	No. of Participants
Regional Office	
Top Management	2
Quality Management Representative	1
QMS Teams' Chairpersons	5
Bureau of Human Resource and Organizational Development- Organization Effectiveness Division (BHROD-OED)	2
Program Management Team	3
Total	13
Schools Division Offices	
Quality Management Representative	1
QMS Teams' Chairpersons	5
Total	6 participants per SDO

4. The SDOs of Baybay City, Biliran, Borongan City, Calbayog City, Catbalogan City, Eastern Samar, and Leyte belong to Batch 1 whereas the SDOs of Maasin City, Northern Samar, Ormoc City, Samar, Southern Leyte, and Tacloban City shall be in Batch 2.
5. Enclosed is the Program of Activities for reference.
6. For inquiries and concerns, contact Dr. Harvie D. Villamor, Chief of HRDD, through **hrdd.region8@deped.gov.ph**.
7. Expenses for the board and lodging of the participants shall be charged to HRDD Local Funds while the accommodation before or after, as needed, and travel expenses of SDO participants shall be charged to their Local Funds, subject to the existing accounting and auditing rules and regulations.
8. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director

Enclosure: As stated

Reference: As stated

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

CAPACITY-BUILDING

QMS

SDO

HRDD-DSS





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

Enclosure to Regional Memorandum No. _____, s. 2024

**CAPACITY-BUILDING IN THE IMPLEMENTATION OF THE NATIONAL QUALITY
MANAGEMENT SYSTEM (NQMS) FOR SCHOOLS DIVISION OFFICES**

August 12 - 13, 2024 (Batch 1)
August 15 - 16, 2024 (Batch 2)

Time/Day	Day 1 (August 12 & 15, 2024)	Day 2 (August 13 & 16, 2024)
8:00 a.m. - 8:30 a.m.	Arrival & Registration of Participants	Preliminaries
8:30 a.m. - 9:00 a.m.		Workshop: Planning Documents and Operations Manual
9:00 a.m. - 9:30 a.m.	Opening Program	
9:30 a.m. - 10:30 a.m.	Inputs on DO No. 009, s. 2021	
10:30 a.m. - 12:00 p.m.	Walkthrough of the QMS Manual	Presentation and Critiquing of Outputs
12:00 p.m. - 1:00 p.m.		Lunch
1:00 p.m. - 3:00 p.m.	Walkthrough of the PAWIM	Presentation and Critiquing of Outputs
3:00 p.m. - 3:30 p.m.		Closing Program
3:30 p.m. - 5:00 p.m.	Organizing Planning Documents	Going Home

Prepared by:

DINA S. SUPERABLE
EPS, HRDD

Noted by:



HARVIE D. VILLAMOR EDD
Chief, HRDD



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: region8.deped.gov.ph