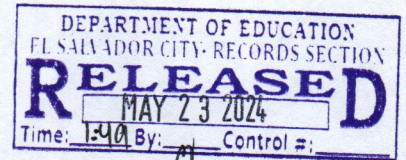




Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

23 May 2024

DIVISION MEMORANDUM  
No. 209, s. 2024

**PARTICIPATION IN THE SERIES OF WORKSHOPS RELATIVE TO  
NATIONAL QUALITY MANAGEMENT SYSTEM (NQMS) IMPLEMENTATION**

To: **JEFFREY M. MARTINEZ**, Administrative Officer V  
**ALAN T. SACULINGAN**, Administrative Officer IV  
**RIZAN L. SARDANE**, Administrative Officer IV  
**FELANIE MARIE A. LIM**, Administrative Officer IV  
**ANDRIE CRIS L. SAGUING**, Administrative Assistant III  
**DEXTER A. CARANGCARANG**, Administrative Assistant III  
**All Others Concerned**  
This Division

1. This refers to Regional Memorandum No. 0256, s. 2024. RE: **Series of Workshops Relative to National Quality Management System (NQMS) Implementation**, this Office announces the participation in the Series of Workshops Relative to National Quality Management System (NQMS) Implementation, on **May 24, 2024 & May 31, 2024** at **DepEd Regional Office 10, Masterson Avenue, Upper Balulang, Zone 1, Cagayan de Oro City**.
2. The details of the workshop are attached for information and guidance.
3. Travelling expenses shall be charge to local funds. Furthermore, this memorandum shall serve as your **Official Authority to Travel**.
4. This Memorandum adheres with the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.



Address: Zone 3, Poblacion, El Salvador City  
Telephone No: (088) 882-6326  
Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net)  
Email Address: [elsalvador.city@deped.gov.ph](mailto:elsalvador.city@deped.gov.ph)

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Forging Partners*





Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**

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5. For information, guidance, and compliance.

**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

*References: Regional Memorandum No. 0256, s. 2024*  
*Encl.: As stated*  
*To be indicated in the Perpetual Index*  
*under the following subjects:*

WORKSHOP

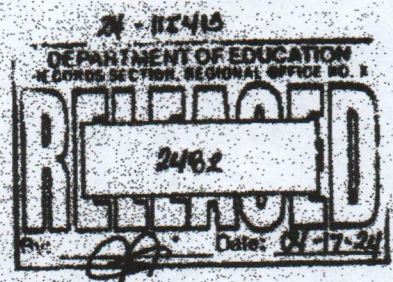
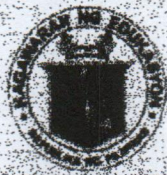
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Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO

April 08, 2024

REGIONAL MEMORANDUM  
No. 0256, s. 2024

**SERIES OF WORKSHOPS BY THE ADMINISTRATIVE DIVISION RELATIVE  
TO NATIONAL QUALITY MANAGEMENT SYSTEM (NQMS)  
IMPLEMENTATION**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. This refers to DepEd Order No. 09, s. 2021 and DepEd Memorandum No. 14, s. 2022 relative to the institutionalization of DepEd's National Quality Management System (NQMS) and the procedural approach to various processes in the Department. The following are the activities to be conducted by the Administrative Division for Calendar Year 2024.

SCHEDULE	ACTIVITY	PARTICIPANTS	VENUE
May 06, 2024	Orientation on NQMS Awareness for SDOs Administrative Section	AO- V (Admin) AO-IV or any representative from the following: a. Asset Management Unit b. Cash Unit c. General Services d. Personnel Unit e. Procurement Unit f. Records Unit	Online (via MS Teams)
May 24, 2024	NQMS Workshop to Harmonize Processes in Cash, Asset Management Section and Procurement Unit	AO- V (Admin) AO-IV or any representative from the following: a. Asset Management Unit b. Cash Unit c. Procurement Unit	To be announced



Address: DepEd Regional Office X, Zone 1, Upper Sakulang, Cagayan de Oro City  
Telephone No: (088) 881-3137  
Email: region10@deped.gov.ph  
Website: r10.deped.gov.ph

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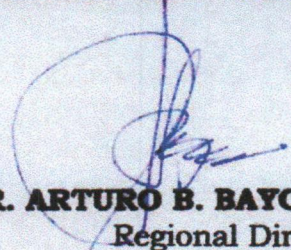
May 31, 2024	NQMS Workshop to Harmonize Processes in Personnel, Records Section and General Services Unit	AO- V (Admin) AO-IV or any representative from the following: a. General Services b. Personnel Unit c. Records Unit	To be announced
June 21, 2024	Periodic Review and Updating of Planning Documents	CAO, SAO & Administrative Heads of Section and Unit and staff	To be announced

2. The cost of meals, venue hall, supplies/materials and other related expenses/contingencies of the participants shall be charged to ROP funds while traveling, per diem and other incidental expenses shall be charged to local funds, subject to usual government accounting and auditing rules and regulations.

3. For inquiries, you may email/contact Ms. Annie G. Roxas through this email address: [annie.roxas001@deped.gov.ph](mailto:annie.roxas001@deped.gov.ph).

4. This Office strictly observes the Equal Opportunity Policy (EOP) in all steps to be undertaken for this purpose. Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.

5. This Office immediate dissemination and compliance of this Memorandum.

  
**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

ATCH.: None  
To be indicated in the Perpetual Index  
under the following subject:

WORKSHOPS

ASD-PS/amma-d