



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

January 7, 2025

**REGIONAL MEMORANDUM**

No. 043 s. 2025

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

**MODULE 2: TRAINING OF QMS TEAMS ON THE IMPLEMENTATION OF QMS  
IN SDOS**

1. In reference to the Regional Memorandum No. 1004 s. 2024 “*Series Of Capacity Building for Schools Division Offices on the National Quality Management System (NQMS)* “, all concerned are informed that the schedule of the above-captioned subject is on March 24-26, 2025. The venue will be announced in a separate memorandum.
2. The details of the activity are outlined in the attached document as a reference.
3. The registration fee of Php 7,000.00 per participant for every capacity building includes training materials and board and lodging. Payment must be made through:

Name of Bank : Land Bank of the Philippines  
EDSA Congressional Branch  
Account Name : DEPED NCR  
Account Number : 0962-1020-61

4. Immediate dissemination of this Memorandum is desired.

**JOCELYN DR ANDAYA**  
Regional Director, NCR  
Concurrent Officer-In-Charge, Office of the  
Assistant Secretary for Operations

*lrjcepshrdd*





Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

**Attachment: Details of the Activity**

<b>Terminal Objective for Module 2:</b> Training of SDO Officials on QMS Ensure that DepEd NCR SDO officers will effectively implement, maintain, and continuously improve a Quality Management System (QMS) based on the principles of ISO 9001:2015, with a focus on risk management, knowledge management, internal auditing, and fostering a quality workplace culture to enhance the efficiency, performance, and sustainability of educational services.				
<b>Core Teams</b>	<b>Learning Objectives</b>	<b>Expected participants</b>	<b>Number of Participants</b>	<b>Lead Trainer</b>
Knowledge Management (KMT)	To understand and apply the principles of <b>Knowledge Management</b> in the context of ISO 9001:2015, focusing on the identification, creation, sharing, and management of organizational knowledge. This includes the preparation of planning documents and strategies to ensure efficient information flow, documentation control, and continual improvement in decision-making.	SDO KMT leaders and members	5 per SDO	<b>Dr. Roger R. Morillos</b> Chief, Field Technical Assistance Division
Risk Management (RMT)	To apply the <b>Risk-Based Thinking</b> approach outlined in ISO 9001:2015 to identify, assess, and mitigate risks within the education system, ensuring proactive risk management practices are integrated into decision-making processes to prevent negative impacts on quality.	SDO RMT leaders and members	5 per SDO	<b>Dr. Lilia A. Ricero</b> OIC, Assistant Schools Division Superintendent SDO Muntinlupa



HR



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

Internal Quality Audit (IQA)	To understand the principles of <b>Internal Audits</b> as required by ISO 9001:2015, including the preparation and execution of audits to assess conformance to QMS standards, identify non-conformities, and recommend corrective actions to drive continual improvement.	SDO leaders and members	5 per SDO	<b>Atty. Joylyn P. Dunluan</b> Chief Administrative Officer, Administrative Services Division (ASD)
Quality Workplace (QW)	To understand how to develop a <b>Quality Management System (QMS)</b> that promotes a <b>Quality Workplace</b> based on ISO 9001:2015. This includes fostering employee engagement, ensuring a culture of quality, aligning organizational processes with quality objectives, and enhancing overall organizational performance and productivity.	QW leaders and members	5 per SDO	<b>Ms. Naynie L. Ducut</b> Administrative Officer V Cash Section- ASD

lrjcepsrdd