



Republic of the Philippines
Department of Education
Cordillera Administrative Region



06 May 2025

REGIONAL MEMORANDUM

No. **314-2025**

**ONE DEPED ONE QUALITY MANAGEMENT SYSTEM (QMS) ORIENTATION
FOR THE SCHOOLS DIVISION OFFICES (SDOs)**

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

1. In line with the continuous efforts to strengthen QMS as mandated by DepEd Memorandum No. 14, s. 2022, titled Guidelines on the Implementation of ISO 9001:2015 QMS in Regional and Schools Division Offices, this Office, through the QMS-Training and Advocacy Team (TAT) shall conduct the **One DepEd, One QMS Orientation for the SDOs** on **May 13-16, 2025** at Bella Vista Resort, Naguilian, La Union.
2. This activity aims to equip members of the QMS core teams with the foundational knowledge, functional skills, and collaborative mindset necessary to effectively implement and align their roles within the harmonized One DepEd, One QMS. Specifically, participants shall be able to:
 - a. understand and explain the key principles, terminologies, and requirements of ISO 9001:2015, and relate them to the specific functions of the QMS core teams;
 - b. apply knowledge by drafting QMS documents in alignment with the harmonized One DepEd QMS framework; and
 - c. demonstrate a strong commitment to quality service and continuous improvement by collaborating actively and responsibly with fellow QMS teams;
3. Each SDO is allotted six (6) participants (see Enclosure 1) who shall:
 - a. confirm attendance, including date and time of arrival via <https://tinyurl.com/confirmHR> before 9 May 2025;
 - b. bring their own laptops, chargers, extension cords and other source of internet connectivity during the activity; and
 - c. bring softcopies of OPCRF, AIP and other planning documents to be used as reference in the workshop activities.
4. The first meal to be provided shall be dinner of May 13, 2025 and the last meal shall be the PM snack of May 16, 2025.
5. Board and lodging of the participants shall be charged to RO MOOE while travel and other related expenses shall be charged to local funds subject to existing accounting and auditing rules and regulations.
6. Should there be queries and/or clarifications, please contact Rosita C. Agnasi, OIC-HRDD or Laureen Likigan, SEPS-HRDD through email address at car.hrdd@deped.gov.ph.
7. Immediate dissemination of and strict compliance with this Memorandum is desired.


ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/ Regional Director

HRDD/RCA/LbL – QMS PDNA
May 7, 2025



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List of Participants and Technical Working Group

A. PARTICIPANTS FROM SDOS		LEAD/ CO-LEADS FROM THE FOLLOWING TEAMS	NUMBER
Abra	1. Quality Management Representative (QMR) and Secretariat 2. Risk Management Team (RMT) 3. Training & Advocacy Team (TAT) 4. Knowledge Management Team (KMT) 5. Internal Quality Audit (IQA) 6. Quality Workplace Team (QWT)	6	
Apayao		6	
Baguio City		6	
Benguet		6	
Ifugao		6	
Kalinga		6	
Mt. Province		6	
Tabuk City		6	
Total Participants from SDOs			48
B. Management/ Technical Working Group/ Resource Speaker			
1. Estela P. Leon – Cariño EdD, CESO III	Regional Director		
2. Ronald B. Castillo CESO V	Assistant Regional Director		
3. Rosita Agnasi	OIC-HRDD, TAT		
4. Jennifer P. Ande	CES-CLMD, TAT		
5. Georgina C. Ducayso	CES-ESSD, QWT		
6. Maksim A. Botilas	CAO-ASD, QWT		
7. Ethielyn E. Taqued	CES-PPRD, KMT and RMT		
8. Atty. Vanessa B. Flora	ATTY. IV, IQA		
9. Jumar B. Yago-an	ITO I, IQA		
10. Atty. Janelle S. Dogao	SP II, RMT		
11. Sasha Joseph L. Daganos	EPS-HRDD		
12. Cyrille Gaye Miranda	AO V-PAU, TAT		
13. Florence E. Balictan	EPS-QAD, Secretariat		
14. Rose Melody M. Flores	EPS-PPRD, RMT		
15. Daisy P. Eswat	AO V, KMT		
16. Laureen Likigan	SEPS, TAT		
17. Marvin John C. Flores	ADAS I, KMT		
Total Participants			65

Activity Schedule

Time	Topic	Personnel In-Charge
DAY 1		
8:00-8:30	Preliminaries	HRDD
8:30-10:00	Introduction: Clause 1-10	ARD Ronald B. Castillo
10:00-10:15	Health Break	
10:15-12:00	QMS in DepEd	ARD Ronald B. Castillo
	Energizer	SDOs Tabuk City and Mt. Province
12:00-1:00	Lunch Break	
1:00 – 3:00 PM	Risk Management	Rose Melody Flores Atty. Janelle Dogao
3:00 – 3:15 PM	Health Break	
3:15-5:00	Continuation of Risk Management	Rose Melody Flores Atty. Janelle Dogao
DAY 2		
7:45-8:00	MOL	SDOs Abra, Apayao
8:00-9:00	Knowledge Management	Ethielyn E. Taqued
9:00-10:00	Documented Information Management	Daisy Eswat
10:00-10:15	Health Break	
10:15-11:15	Continuation: Document Management	Daisy Eswat
11:15-12:15	Quality Workplace	Maksim A. Botilas Georgina C. Ducayso
12:15-1:00	Lunch Break	
	Energizer	SDOs Ifugao and Kalinga
1:00 – 2:00 PM	Training and Advocacy	Jennifer P. Ande Rosita C. Agnasi
3:00 – 3:15 PM	Health Break	
3:15-4:00	Action Planning - Rollout Matrix	Jennifer P. Ande Rosita C. Agnasi
4:00-5:00	Client Feedback	Cyrille Gaye Miranda
DAY 3		
7:45-8:00	MOL	SDO Baguio City
8:00-9:00	Management Review	Florence E. Balictan Sasha Joseph L. Daganos
9:00-10:00	Internal Quality Audit	Atty. Vanessa B. Flora Jumar B. Yago-an
10:00-10:15	Health Break	
10:15-11:15	Corrective Action	Atty. Vanessa B. Flora Jumar B. Yago-an
11:15-12:00	Synthesis	Atty. Vanessa B. Flora
12:00-1:00	Lunch Break	
1:00-2:00	End of Training Evaluation	Florence E. Balictan
	Closing Program	SDO Benguet