



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY

January 7, 2025

DIVISION MEMORANDUM

No. 017, s. 2025

**QUALITY MANAGEMENT SYSTEM COACHING & TECHNICAL ASSISTANCE
SESSIONS WITH THE QMS REGIONAL TEAM LEADERS**

To: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
CHIEF, CURRICULUM IMPLEMENTATION DIVISION
CHIEF, SCHOOL GOVERNANCE & OPERATIONS DIVISION
EDUCATION PROGRAM SUPERVISORS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
UNIT AND SECTION HEADS
All Others Concerned

1. This Office through the Division Quality Management System composite teams informs all QMS Chairpersons, Co-Chairpersons and selected team members (at least 3 members identified by the concerned team) on the conduct of QMS Coaching & Technical Assistance Sessions with the QMS Regional Team Leaders on January 21, 2025 at the SDO Conference Room.
2. As an integral component of the QMS Journey Phase 1, the series of coaching and TA sessions aims to:
 - a. review and discuss the QMS journey highlighting the importance of understanding the QMS Team Leaders and Members' Terms of Reference;
 - b. establish the alignment of the Teams' Action Plan to the Action Plans of the SDO & RO, and
 - c. set targets and deliverables in support to the QMS Implementation and its future endeavors.
3. This compliance is our steadfast support to the successful implementation of the ARTA or the Policy on "Ease of Doing Business & Efficient Government Services Delivery", to our Defined Processes committed in our Prime HRM Level II Accreditation, and commitment in the operationalization of the One DepEd, One QMS.
4. For inquiries and clarifications kindly connect through DR. MELANI D, ESCOBARTE, SGOD Chief/QMR at the SGOD Office.
5. Expenses incurred relative to the conduct of these activities shall be charged to School MOOE/Local Fund subject to procurement, accounting, and auditing rules and regulations.
6. Immediate dissemination of and strict compliance with this Memorandum are desired.


SHERLITA A. PALMA EdD, CESO VI

Assistant Schools Division Superintendent
Office -In-Charge

Office of the Schools Division Superintendent

Enclosures: None
Reference: None
To be indicated in the Perpetual Index under the following subjects:

QMS COACHING & TA SERIES

PRIME-HRM

ONE DEPED, ONE QMS





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PROGRAM FLOW

Date/Time	Activity	Person Responsible
January 21, 2025 8:00-9:00 am	Registration/ Opening Program	QMS Secretariat
9:00-11:00 am 11:00 am-12:00 noon	QMS Terms of Reference Open Forum	Dr. Mercedes M. Sarmiento Dr. Melani D. Escobarte
12:00-1:00 pm	Lunch Break	Service Provider
1:00-4:00 pm	Break-Out Session per Team (First Organizational Meeting & Crafting of the Teams' Action Plan	Team Leaders and Members
4:00-5:00 pm	Submission of the Outputs	Team Leaders to the QMS Secretariat to be checked by the QMR Dr. Melani D. Escobarte

Prepared by:

ANGELO V. ALCARAZ

Planning Officer III/ QMS Secretariat Member

ROGER D. DAGALE

SEPS SMME/ QMS Head Secretariat

Noted:

MELANI D. ESCOBARTE PhD

Chief, SGOD/ QMR