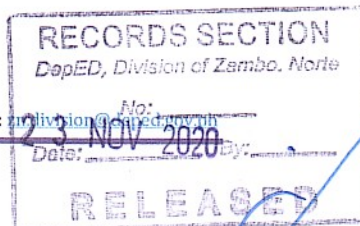




Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Capitol Drive, Estaka, Dipolog City, 7100

Tel No.: (065) 212-5843

e-mail address: [division@deped.gov.ph](mailto:division@deped.gov.ph)



Division Memorandum  
No. 335, s. 2020

To : Division EXECOM  
Division QMS Audit Team  
Manukan NHS QMS Team  
Pinan CS QMS Team  
All Others Concerned

From :  **MA. LIZA R. TABILON EdD, CESO V**  
Schools Division Superintendent

Subject : **Orientation on QMS Auditing and Audit Plan Development for Internal Quality Audit Team**

Date : November 20, 2020

1. This division will conduct an Orientation on QMS Auditing and Audit Plan Development for Internal Quality Audit Team on November 23- 25, 2020, 8:00AM at Mibang Hotel, Dipolog City.
2. Expected participants shall be the six (6) Division Executive Committee members, nine (9) Internal Quality Auditors, one (1) Documenter, one (1) Secretariat, three (3) personnel from Manukan NHS, and three (3) personnel from Pinan Central School.
3. The objectives of the activity are the following:
  - a. Enhance the participants' understanding and appreciation of the QMS concepts, principles and requirements;
  - b. Capacitate the participants on managing the Internal Quality Audit Program; and,
  - c. Upgrade the internal auditing skills and capabilities of the Internal Quality Audit Team.
4. Travel, accommodation, meals and incidental expenses shall be charged to School MOOE/ local funds subject to the usual accounting and auditing rules.
5. For any clarifications and information, please contact the Human Resource Development Unit through 09998842496 or email at [depedzn.hrd@deped.gov.ph](mailto:depedzn.hrd@deped.gov.ph).
6. Widest dissemination of this memorandum is desired.

SGOD-HRD/ nret/RPIII/ Orientation on QMS Auditing and Audit Plan Development /DM26-2020/11202020



*"Be and Do Much Better Each Day with a Sense of Urgency"*





Republic of the Philippines  
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Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**

**ORIENTATION ON QUALITY MANAGEMENT SYSTEM (QMS) AUDITING AND  
AUDIT PLAN DEVELOPMENT FOR INTERNAL QUALITY AUDIT TEAM**

November 23-25, 2020 @ MIBANG HOTEL, DIPOLOG CITY

**(FACE MASK AND FACE SHIELD ARE COMPULSORY)**

**LIST OF PARTICIPANTS**

EXECOM	AUDIT TEAM	PIÑAN	MANUKAN	SECRETARIAT
SDS Ma. Liza R. Tabilon	SEPS Wilson H. Inding	SP Renelda V. Salatandre	SP Arnulfo G. Subebe	Marie Antonette Barrera
ASDS Judith V. Romaguera	EPS Arcelita B. Zamoras	Christalyn O. Aleman	Joel P. Casalta	
ASDS Ma. Judelyn J. Ramos	EPS Anita D. Subebe	Cory Mae Cavanes	Epifanio Gabame E. Piedad	
ASDS Armando P. Gumapon	EPS Lenie Boy G. Billeno			
Chief Joy Letran-Singson	SEPS Leonido A. Pampilo Jr.			
Chief Lilia E. Abello	SEPS Jessie E. Elacan			
Acct. Arvie M. Ompoy	Marie Antonette A. Barrera			
AO Helen E. Tangon	Edwin O. Curam			
Atty. Rey P. Janolino Jr.	Aries D. Nugas			
Dr. Sonia Y. Uy				

Prepared by:

Noted by:

  
ROBERT I. POCULAN III  
SEPS-HRD

  
DR. LILIA E. ABELLO  
CID-CHIEF

N-avigating  
O-pportunities to  
R-eengineer for  
T-ransformation &  
E-mpowerment



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