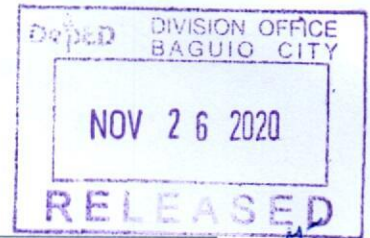




Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
SCHOOLS DIVISION OF BAGUIO CITY



Office of the Schools Division  
Superintendent

25 Nov 2020

DIVISION MEMORANDUM

No. 430, s. 2020

**ORIENTATION CUM WORKSHOP ON QUALITY  
MANAGEMENT SYSTEM (QMS) DOCUMENTATIONS**

To : OIC - Assistant Schools Division Superintendent  
Chief Education Supervisors  
All SDO Proper Document Controllers  
All Others Concerned

1. Relative to the ISO 9001:2015 surveillance audit and updates of all Quality Management System (QMS) documentations, all Document Controllers will have an orientation cum workshop on 26 November 2020, 1:30 PM via google meet. Link will be sent through the SDO group chat.
2. Secure all soft copies of existing QMS documentations (masterlist, process manual, among others) for each Functional Division/ Unit/Section in preparation for the workshop proper.
3. Immediate dissemination of this Memorandum is desired.

**MARIE CAROLYN B. VERANO, CESO V**  
Schools Division Superintendent

Encl.: As stated

Reference:

To be indicated in the Perpetual Index:  
under the following subjects:

QUALITY MANAGEMENT SYSTEM  
ISO 9001:2015

DOCUMENT INFORMATION



"HANDANG MAG SERBISYO"

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