



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF BAGUIO CITY



24 February 2022

DIVISION MEMORANDUM
No. 059, s. 2022

**ONLINE ISO DOCUMENT CONTROLLER MEETING AND RE
ORIENTATION ON THE CUSTOMER COMMUNICATION (CCAPP)
TICKETING SYSTEM**

To : All Functional Division-Overall Document Controllers
All Functional Division-ODC Deputy
All Unit/Section Document Controllers
All Others Concerned

1. Pursuant to the Quality Management System of the Schools Division of Baguio City under ISO 9001:2015, all Functional Division-Document Controllers, and Unit/Section Document Controllers will have an **online meeting on March 01, 2022 from 1:30PM-4:00PM via Zoom Platform.**
2. Agenda are as follows:
 - a. Presentation of Quality Forms
 - b. Guidelines on Documented Information
 - c. Customer Communication App (CApp) Ticketing System
 - d. Other Matters
3. Zoom link will be posted on SDO Baguio ISO 9001:2015 group chat.
4. Immediate and wide dissemination of this Memorandum is desired.


FEDERICO P. MARTIN, EdD, CEdd, CESO V
Schools Division Superintendent

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"DepEd SDO Baguio City: We Serve, We Care."

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