



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

April 8, 2025

DIVISION MEMORANDUM

No. 743 s. 2025

TEAM LEADERS AND MEMBERS OF THE DIVISION QUALITY MANAGEMENT SYSTEM OF SDO CATANDUANES

To: Assistant Schools Division Superintendent
SGOD & CID Chief Education Supervisors
OSDS Unit Heads
SGOD, CID and OSDS Personnel
All Others Concerned

1. In compliance with DepEd Order No. 9, s. 2021 "Institutionalization of a Quality Management System in the Department of Education", this Office hereby designates the members of the Quality Management System (QMS) Team Members of SDO Catanduanes. The list of designated personnel is found in the Enclosure to this memorandum, The SDO Catanduanes Quality Management Structure.
2. The Terms of Reference for each team and members is found in DepEd Order No. 9, s. 2021. Team leaders and members are expected to familiarize themselves with the said DepEd Order and DepEd Order No. 14, s. 2022 "The DepEd Quality Management System Manual and Procedures and Work Instructions Manual".
3. It is emphasized that work done as a member of a QMS Team should be included as one of the objectives in a Key Result Area (KRA) related to any of the following: continuous improvement, office management, or in their plus factor as provided for in the latest Results-based Performance Management System (RPMS) guidelines.
4. Compliance with this memorandum is desired.

CECILE C. FERRO CESO VI

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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Enclosure to Division Memorandum No. 343 s. 2025

SDO CATANDUANES QUALITY MANAGEMENT STRUCTURE

(Reference: DO No. 9, s. 2021)

Team	Team Leader	Team Member/s
Top Management	CECILE C. FERRO OIC SDS	DELFIN A. BONDAD OIC ASDS
Quality Management Representative (QMR)	DELFIN A. BONDAD OIC ASDS	
QMS Secretariat	RITA SR. TABLATE SMME SEPS	FLOREN P. CLAVO PRS SEPS
Risk Management Team (OSDS, Head of Units, PRS, DIO)	ATTY. NORLITO JR. P. AGUNDAY Division Legal Officer	PO REY C. BONAYON All OSDS Unit Heads Chief Education Supervisors
Knowledge Management Team (CID, ICTU, Records Unit, PRS, DIO)	ROMEL G. PETAJEN CID Chief Education Supervisor	JENNIFER B. METICA Information Technology Officer CHERIE V. PEREZ Records Officer
Training and Advocacy Team (CID, HRDS, SGOD, DIO)	AROLINE T. BORJA EPS SGOD	CAROL P. GIL SEPS HRD ELIZABETH S. URBANO EPS II HRD
Quality Workplace Team (AS, Asset Management)	EVA S. TOLENTINO Administrative Officer V	CRISTINA T. BARRAMEDA Property and Supply Officer RODGER A. MATIENZO Engineer III, EFU AUDREA L. VIVO PDO DRRM
Internal Quality Audit Team (SGOD)	MARY JEAN S. ROMERO SGOD Chief Education Supervisor	AMYLOU B. CELSO Dentist MARIFE B. BREQUILLO SEPS SocMobNet GINA B. PANTINO Education Program Supervisor NINO GERARD C. CENETA Education Program Supervisor



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