



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY



DIVISION MEMORANDUM

No. 199, s. 2019

To: Asst. Schools Division Superintendent
Quality Management Representative
Risk Management Team Leader
IQA Lead Auditor
Central Document Controller
Continuous Improvement Team Leader
Customer Satisfaction Unit Team Leader
Administrative Officer, ITO and Legal Officer

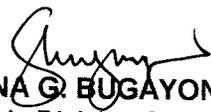
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DEFED
DATE: 6-11-19
BY: F 271
P 3975

From: **Office of the Schools Division Superintendent**

Date: June 10, 2019

Subject: **Management Review Meeting**

- 1) The Schools Division Office will conduct its *Management Review Meeting tentatively on June 21, 2019 onwards* in view of the forthcoming Surveillance of the SDO's quality management system by the TUV Rheinland. The *meeting starts at 9:00 a.m. – 4:00 p.m. at the Executive Room* to discuss the following agenda:
 - Update on the Status of SDO Consolidated Risk Registry during the recent two (2) quarters (January-June) 2019
 - Update on the Status of IQA findings for action taken on findings if any, during Internal Quality Audit last April-May
 - Status of Customer Satisfaction Survey for the Months of January-June 2019 including revisions made on the CSS Procedures
 - Upcoming Stage 1 Audit of Schools following these schedules:
Cluster 1-4 JJDVSTVSS, ECIS, FCIS, WCES 1, WCES 2, BBNHS, DCNHS (JHS & SHS), PIS, SALAPINGAO NHS & CARAEL NHS – July 10-12, 20-19
2nd Batch of Schools - July 17-19, 2019.
- 2) All concerned are advised to prepare their powerpoint presentation to facilitate review and dialogue.
- 3) For your information, guidance and compliance.


DR. LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent *KM*