



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

DEPARTMENT OF EDUCATION
SDO-Iriga City REG. 56-02

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TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

Office of the Schools Division Superintendent

August 25, 2026

DIVISION MEMORANDUM

No. 442, s. 2026

**ATTENDANCE TO THE ISO QUALITY MANAGEMENT SYSTEM (QMS)
BENCHMARKING ACTIVITY WITH DEPED REGION V**

TO: Assistant Schools Division Superintendent
Quality Management Representatives (QMRs)
Chairpersons and Co-Chairpersons of QMS Teams
QMS Coaches and Writers
Process Representatives of Priority Processes
Members of the QMS Secretariat
All Others Concerned

1. In line with DepEd Order No. 009, s. 2021 titled **Institutionalization of Quality Management System in the Department of Education**, the Schools Division Office (SDO) of Iriga City continues to strengthen its implementation and institutionalization of a QMS certifiable to ISO 9001:2015. As part of this initiative and in reference to the DepEd Region V Office Memorandum QAD-2026-244, titled **Facilitating the Conduct of Benchmarking Activity on QMS for SDO Iriga City**, all concerned personnel are hereby directed to attend the **ISO QMS Benchmarking Activity with DepEd Region V** on **September 8, 2026**, at the **NEAP R5 Hall, DepEd Regional Office V, Rawis, Legazpi City**.

2. The Benchmarking activity aims to learn best practices in ISO 9001:2015 implementation; gain insights into the development of QMS documents, particularly Operations Manual and QMS Planning Documents; understand the conduct of Management Review, Risk Management, Internal Quality Audit, Corrective Action, Documented Information, Knowledge Management, Quality Workplace, and Training and Advocacy; identify practices applicable to SDO Iriga City; and develop an action plan for strengthening the Division's QMS implementation.

3. The agenda, expected outputs, and target participants of the Benchmarking activity is attached as Enclosure 1 of this Memorandum.

4. All personnel are expected to wear the prescribed uniform in its entirety and their official identification cards (IDs) throughout the duration of the benchmarking activity.



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5. Expenses relative to this activity shall be charged against the SGOD-GASS Continuing Fund for FY 2025 subject to the usual accounting and auditing rules and regulations.
6. For information and strict compliance of all concerned.

MARIA-MAGNOLIA F. BRIOSO CESO VI
OIC-Schools Division Superintendent

Encl.: As stated

References:

DepEd Order No. 009, s. 2021
Division Memorandum No. 532 s. 2025
DepEd Region V Office Memorandum QAD-2026-244

QMS-SGOD/fff-sacs
08/25/2026



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Enclosure No. 1 to Division Memorandum No. 442, s. 2026

Benchmark Activity:

ISO QMS Benchmarking Activity with DepEd Region V

Objectives:

- Learn the best practices of DepEd Region V in implementing and sustaining a QMS certifiable to ISO 9001:2015.
- Gain insights on the development and maintenance of QMS documents Operations Manual and QMS Planning Documents.
- Understand the conduct of Management Review, Risk Management, Internal Quality Audit, Corrective Action, Documented Information, Knowledge Management, Quality Workplace, and Training and Advocacy.
- Identify good practices that may be adopted by SDO Iriga City.
- Develop an action plan for strengthening the Division's QMS implementation.

Agenda:

Time	Activity	Responsible
08:00 - 08:30	Registration	SDO Iriga Secretariat
08:30 - 08:45	Opening Program	Emcee
08:45 - 09:00	Welcome Message	DepEd Region V
09:00 - 09:20	Overview of DepEd Region V QMS Journey	DepEd Region V
09:20 - 10:00	Best Practices in ISO 9001:2015 Implementation	DepEd Region V
10:00 - 10:15	Break	
10:15 - 12:00	Development of QMS Documents – QMS Planning Documents and Operations Manual (including Workshop Activity)	DepEd Region V
12:00 - 01:00	Lunch	
01:00 - 03:00	Benchmarking	DepEd Region V
	a. Management Review	DepEd Region V SDO QMR, Secretariat
	b. Risk Management	DepEd Region V SDO Iriga RMT, Secretariat
	c. Internal Audit and Corrective Action	DepEd Region V SDO Iriga IQAT, Secretariat
	d. Documented Information and Knowledge Management	DepEd Region V SDO Iriga KMT, Secretariat
	e. Training and Advocacy	DepEd Region V SDO Iriga TAT, Secretariat
	f. Quality Workplace	DepEd Region V SDO Iriga QWT, Secretariat
03:00 - 03:15	Break	



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Time	Activity	Responsible
03:00 - 04:15	Sharing of Lessons Learned and Adoption Opportunities	SDO Iriga QMS Team Leads
04:15 - 04:45	Open Forum / Discussion	Emcee
04:45 - 05:00	Closing Program	SDO Iriga

Expected Outputs:

At the end of the benchmarking, SDO Iriga should have:

- List of benchmarked best practices that can be adopted and action needed
- Able to draft initial Operations Manual and QMS Planning Documents
- Action Plan for QMS implementation
- Updated QMS Roadmap

Target Participants:

	Target Participants	QMS Team
1	Maria-Magnolia F. Brioso	Top Management
2	Maylani L. Galicia	Top Management
3	Noel G. Cabaltera	QMR
4	Jerson V. Toralde	QMR
5	Sharon C. Saldo	QMS Secretariat
6	Shena A. Ampongan	KMT/ Process Rep
7	Maribel E. Pandes	KMT
8	Cynthia T. Montañez	IQAT
9	Florenia C. Toralde	IQAT
10	Jhomer I. Rosal	RMT
11	Sahlee B. Cerillo	RMT
12	Arthur M. Ramboyong	QWT
13	Randy A. Bona	QWT
14	Ma. Genoviva N. Quiaño	TAT
15	Alfie T. Gascon	TAT
16	Ricky B. Sergio	QMS Coaches
17	Marshia N. Belen	QMS Coaches
18	Dra. Quennie Mae R. Salcedo	QMS Coaches
19	Cindy D. De Los Santos	QMS Writers
20	Rhea Margarita D. Revina	QMS Writers
21	Carl Justin I. Espinola	QMS Writers
22	Lydia P. Ibasco	Process Rep
23	Atty. Bea Anne P. Baroma-Correo	Process Rep
24	Leslyn O. Tubongbanua	QMS Secretariat
25	Joel B. Moreno	QMS Secretariat
26	Ronna Mae T. Baal	QMS Secretariat
27	Fritzie F. Ferreras	QMS Secretariat
28	Lolito V. Regondola	Driver