Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)
TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

DEPARTMENT OF EDUCATION
SDO-Iriga City RECORDS SECTION
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Office of the Schools Division Superintendent

November 4, 2026

DIVISION MEMORANDUM
No. 565, s. 2026

AMENDMENT TO THE COMPOSITION OF THE QUALITY MANAGEMENT SYSTEM (QMS) TEAMS

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors
SDO Functional and Section Heads
Leaders and Members of QMS Teams
All Others Concerned

1. In reference to the Division Memorandum No. 284 s. 2026 titled **Addendum/Corrigendum to Division Memorandum No. 532 s. 2025: (Establishment and Institutionalization of a Quality Management System (QMS) Certifiable to ISO 9001:2015 in the Schools Division Office of Iriga City)**, the updated composition of the Quality Management System (QMS) Teams is provided in Enclosure No. 1 of this Memorandum.

2. Furthermore, an Operations Manuals (OM) Team is hereby constituted to focus on the development of operations manuals for the different functional divisions. The composition of OM Team is provided in Enclosure No. 2 of this Memorandum.

3. All other provisions stated in the previous division memorandum shall remain.

4. Wide dissemination and strict compliance with this Memorandum are desired.

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

Encl.: As stated

References:
DepEd Order No. 9, s. 2021
Division Memorandum No. 532 s. 2025
Division Memorandum No. 284 s. 2026

QMS-SGOD/fff-sacs
11/04/2026

Republika ng Pilipinas

Kagawaran ng Edukasyon

REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

Enclosure No. 1 to Division Memorandum No. 565, s. 2026

QUALITY MANAGEMENT SYSTEM (QMS) TEAMS

QMS Teams	Responsible Person	QMS Designation	Functional Division/Unit
Top Management	Maria-Magnolia F. Brioso	SDS	OSDS
	Maylani L. Galicia	ASDS	OSDS
Quality Management Representative (QMR)	Jerson V. Toralde	QMR	CID
	Noel G. Cabaltera	Deputy QMR	SGOD
	Ricky B. Sergio	Asst Deputy QMR	CID
QMS Secretariat	Sharon C. Saldo	Team Leader	SGOD
	Rechie O. Salcedo	Deputy Team Leader	CID
	Ronna Mae T. Baal	Member	OSDS/Procurement
	Janet B. Ramboyong	Member	CID
	Leslyn O. Tubongbanua	Member	OSDS/SDS
	Joel B. Moreno	Member	CID
	Fritzie F. Ferreras	Member	SGOD
Knowledge Management Team	Sheena A. Ampongan	Team Leader	OSDS/Records
	Belen B. Pili	Deputy Team Leader	CID
	Marshia N. Belen	Asst. Deputy Team Leader	OSDS/ICT
	Maribel E. Pandes	Member	OSDS/Cash Unit
	Laila M. Trinidad	Member	OSDS/Procurement
	Ray Aldrin M. Salvadora	Member	OSDS/Accounting
	Mary Grace V. Barbonio	Member	OSDS/Budget
	Joy M. Ibias	Member	OSDS/Supply
	Joannah P. Andalis	Member	OSDS/Legal
	Laryne Ayessa O. Barroga	Member	OSDS/ASDS
	Maria Lourdes B. Bayta	Member	OSDS/Personnel

	Rhea Margarita S. Revina	Member	SGOD
	Vanessa A. Pamparo	Secretariat	OSDS/Records
Internal Quality Audit Team	Cynthia T. Montanez	Team Leader	CID
	Florenia C. Toralde	Deputy Team Leader	CID
	Atty. Bea Anne P. Baroma-Correo	Asst Deputy Team Leader	OSDS/Legal
	Shara Lyn R. Vargas	Member	SGOD
	Joannah P. Andalis	Member	OSDS/Legal
	Rechie O. Salcedo	Secretariat	CID
Risk Management Team	Jhomer I. Rosal	Team Leader	SGOD
	Sahlee B. Cerillo	Deputy Team Leader	CID
	Laraine O. Fenis	Asst Deputy Team Leader	SGOD
	Teresa Vissia B. Sunga	Member	CID
	Laila M. Trinidad	Member	OSDS/Procurement
	Ronna Mae T. Baal	Secretariat	OSDS/Procurement
	Leslyn O. Tubongbanua	QMS Process Representative	OSDS/SDS
	Ricky B. Sergio	QMS Process Representative	CID
	Belen B. Pili	QMS Process Representative	CID
	Alfie T. Gascon	QMS Process Representative	CID
	Ma. Genoviva N. Quiano	QMS Process Representative	SGOD
	Sharon C. Saldo	QMS Process Representative	SGOD
	Joy M. Ibias	QMS Process Representative	OSDS/Supply
	Lydia P. Ibasco	QMS Process Representative	SGOD
	Ana Melba M. Bongon	QMS Process Representative	SGOD
	Lourdes B. Azcarraga	QMS Process Representative	OSDS/Budget
	Maribel E. Pandes	QMS Process Representative	OSDS/Cash Unit
	Salvacion E. Bermejo	QMS Process Representative	OSDS/Accounting

	Maria Lourdes B. Bayta	QMS Process Representative	OSDS/Personnel
	Dr. Quennie Mae R. Salcedo	QMS Process Representative	SGOD/Health
	Princess V. Bitao	QMS Process Representative	OSDS/Admin
	Marshia N. Belen	QMS Process Representative	OSDS/ICT
	Rudy L. Tuyay III	QMS Process Representative	SGOD
	Shara Lyn R. Vargas	QMS Process Representative	SGOD
	Atty. Bea B. Correo	QMS Process Representative	OSDS/Legal
	Arthur M. Ramboyong	QMS Process Representative	OSDS/Admin
	Sheena A. Ampongan	QMS Process Representative	OSDS/Records
Quality Workplace Team	Arthur M. Ramboyong	Team Leader	OSDS/Admin
	Randy A. Bona	Deputy Team Leader	CID
	Lydia P. Ibasco	Asst Deputy Team Leader	SGOD
	Teodoro R. Nacario Jr.	Member	CID
	Shara Lyn R. Vargas	Member	SGOD
	Nigel O. de Leon	Member	OSDS/Accounting
	Marites D. Vargas	Member	OSDS/Cashier
	Ricky A. Albia	Member	OSDS/Budget
	Joy M. Ibias	Member	OSDS/Supply
	Marylen A. Cabaltera	Member	OSDS/Health
	Sally R. Serrano	Member	OSDS/Admin
	Princess V. Bitao	Member	OSDS/Admin
	Veneracion C. Bien	Member	CID
	Janet B. Ramboyong	Secretariat	CID
Training and Advocacy Team (TAT)	Dante J. Arrabe	Team Leader	SGOD
	Ma. Genoviva N. Quiano	Deputy Team Leader	CID
	Alfie T. Gascon	Asst Deputy Team Leader	SGOD

	Ana Melba M. Bongon	Member	SGOD
	Christia R. De Leon	Member	OSDS/Payroll
	Nicole C. Nacario	Member	OSDS/Supply
	Sharon C. Saldo	Secretariat	SGOD

Enclosure No. 2 to Division Memorandum No. 565, s. 2026

OPERATIONS MANUAL (OM) TEAM

Team	Responsible Person	QMS Designation	Functional Division/Unit
Operations Manual (OM) Team	Ricky B. Sergio	CID OM Team Lead	CID
	Belen B. Pili	QMS Process Representative	CID
	Alfie T. Gascon	QMS Process Representative	CID
	Jhomer I. Rosal	SGOD OM Team Lead	SGOD
	Ma. Genoviva N. Quiano	QMS Process Representative	SGOD
	Sharon C. Saldo	QMS Process Representative	SGOD
	Lydia P. Ibasco	QMS Process Representative	SGOD
	Ana Melba M. Bongon	QMS Process Representative	SGOD
	Rudy L. Tuyay III	QMS Process Representative	SGOD
	Shara Lyn R. Vargas	QMS Process Representative	SGOD
	Atty. Bea B. Correo	OSDS OM Team Lead	OSDS/Legal
	Leslyn O. Tubongbanua	QMS Process Representative	OSDS/SDS
	Joy M. Ibias	QMS Process Representative	OSDS/Supply
	Lourdes B. Azcarraga	QMS Process Representative	OSDS/Budget
	Maribel E. Pandes	QMS Process Representative	OSDS/Cash Unit
	Salvacion E. Bermejo	QMS Process Representative	OSDS/Accounting
	Maria Lourdes B. Bayta	QMS Process Representative	OSDS/Personnel
	Dr. Quennie Mae R. Salcedo	QMS Process Representative	OSDS/Health
	Princess V. Bitao	QMS Process Representative	OSDS/Admin
	Marshia N. Belen	QMS Process Representative	OSDS/ICT
	Arthur M. Ramboyong	QMS Process Representative	OSDS/Admin
	Laila M. Trinidad	QMS Process Representative	OSDS/Procurement
	Sheena A. Ampongan	QMS Process Representative	OSDS/Records