



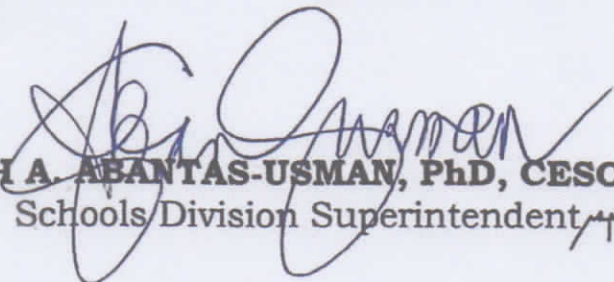
April 18, 2024

DIVISION MEMORANDUM
 No. 158, s. 2024

REGULAR MEEETING OF THE QUALITY MANAGEMENT SYSTEM (QMS)

To: Assistant Schools Division Superintendent (ASDS)
 Chief Education Program Supervisors (CID & SGOD)
 All Others Concerned
This Division

1. Regarding the **National Quality Management System (NQMS)**, the Regular Weekly Meeting of the Top Management and Process Owners shall be at the Division Office Conference Hall, every Friday at 9:00 a.m. to 11:00 a.m.
2. In case of the conflict of schedules, those who are on Official Travel shall find means to join the meeting via online.
3. To facilitate the flow of the meeting, the NQMS Team shall perform the functions and responsibilities as indicated in the Procedures And Work Instructions Manual (PAWIM).
4. This is a priority activity; hence, attendance is a must. Documenters per division and section shall take charge of the attendance every meeting.
5. This Office directs the immediate and wide dissemination of this Memorandum.


SHAMBAEH A. ABANTAS-USMAN, PhD, CESO VI
 Schools Division Superintendent

References: DO 009, s. 2021; RM 0164, s. 2024
 To be indicated in the Perpetual Index
 under the following subjects:

NQMS ACCREDITATION