



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

December 7, 2021

OFFICE MEMORANDUM

No. **000665** 2021

To: Assistant Regional Director
Regional Office Division Chiefs, Unit and Section Heads
QMS Team Leaders
All Others Concerned

CONDUCT OF MANAGEMENT REVIEW

1. To ensure continuous improvement in the implementation of the Quality Management System, this Office shall conduct a Management Review on December 15, 2021, 9:00 a.m. to 5:00 p.m. at NEAP-R Training Hall 1, DepEd Regional Office VIII, Candahug, Palo, Leyte.
2. The following agenda will be discussed:
 - A. status of actions from the previous management reviews;
 - B. changes in external and internal issues that are relevant to the quality management system;
 - C. discussion on the remaining agenda in the previous management review, agenda *a* to *d*.
 - a. information on the performance and effectiveness of the quality management system, including trends in:
 - i. customer satisfaction and feedback from relevant interested parties;
 - ii. extent to which quality objectives are met;
 - iii. process performance and conformity of products and services;
 - iv. non-conformities and corrective actions;
 - v. monitoring and measure results;
 - vi. audit results; and
 - vii. performance of external providers;
 - b. adequacy of resources;
 - c. effectiveness of action taken to address risks and opportunities; and
 - d. opportunities for improvement.



3. All concerned are enjoined, including those who are on work-from-home, to report on December 15, 2021.
4. The participants are advised to strictly abide by the health and safety protocols set by the Inter-Agency Task Force- Emerging Infectious Diseases (IATF-EID).
5. Expenses incurred for snacks and lunch shall be charged to RO funds, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director 

HRDD- DSS

