



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

November 3, 2022

OFFICE MEMORANDUM

No. **629**, s. 2022

To: Quality Workplace Team
All Others Concerned

**REGIONAL CONSULTATIVE MEETING ON THE IMPLEMENTATION OF
QUALITY WORKPLACE THROUGH 5S**

- Attached is DepEd Memorandum DM-OUHROD-2022-0285 regarding the conduct of **Regional Consultative Meeting on the Implementation of Quality Workplace Through 5S on November 4, 2022, from 8:00 am to 3:00pm via Google Meet** <https://meet.google.com/cka-gtkf-dom>.
- Relative thereto, the following Quality Workplace Team Members are instructed to attend the activity to wit:

Alejandrino L. Yman, Chairperson	Apple T. Reyes, Member
Rosemarie M. Guino, Co-Chairperson	Franco A. Villamor, Member
Ma. Laura F. Paglinawan, Member	Ann Lyn B. Lim, Member
Marcelina L. Villamor, Member	Hydelyn N. Cinco, Member
Clark Dave P. Arante, Member	Linaflor I. Tajo, Member
Nova P. Jorge, Member	Eden A. Dadap, Member
- The identified participants are directed to register online at <https://bit.ly/5SMeetingCO> today, November 3, 2022 until 5:00pm only.
- Immediate dissemination of and compliance with this Memorandum are desired.

AD-GSU-ATR


EVELYN R. FETALVERO, CESO IV
Regional Director



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ISO 9001:2015 Certified

DepEd RO8 ATA-F16 (CY2018-v03-r00) Page 1 of 1





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Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,
NATIONAL EDUCATORS' ACADEMY OF THE PHILIPPINES, AND
TEACHER EDUCATION COUNCIL SECRETARIAT

DEPARTMENT OF EDUCATION
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MEMORANDUM
DM-OUHROD-2022-0285

DATE: 11/10/22 TIME: 3:04 pm
SIGNATURE: [Handwritten Signature]

BY: [Handwritten Signature] TIME: 11:53

TO : REGIONAL DIRECTORS
OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION
OFFICE OF THE DIRECTOR, ADMINISTRATIVE SERVICE
ALL OTHERS CONCERNED

FROM : GLORIA JUMAMIL-MERCADO
*Undersecretary for Human Resource and Organizational Development,
National Educators Academy of the Philippines, and
Teacher Education Council Secretariat*

SUBJECT : REGIONAL CONSULTATIVE MEETING ON THE IMPLEMENTATION
OF QUALITY WORKPLACE THROUGH 5S

DATE : 11 October 2022

DepEd Order (DO) No. 009, s, 2021 titled *Institutionalization of a Quality Management System in the Department of Education* states that QMS Teams are needed "to ensure seamless and effective implementation of the QMS". The following teams specified are as follows: Knowledge Management, Internal Quality Audit, Risk Management, Training and Advocacy, and Quality Workplace.

According to the DO, the Quality Workplace Team (QWT) is expected to

1. ensure consistent implementation of Quality Workplace Standards (QWS),
2. collaborate with concerned office/personnel to ensure a conducive and safe work/school environment to improve productivity,
3. monitor and evaluate cleanliness, orderliness, and safety at the school or workplace in conformance to the QWS to be issues separately, and
4. provide feedback and updates to the Quality Management Representative on the status of workplace management.

In line with this, the 5S QWT Secretariat in the DepEd Central Office (CO) is inviting Quality Workplace coordinators in regional offices to a **Regional Consultative Meeting on Quality Workplace through 5S** on **November 4, 2022 (Friday) via Google Meet from 8:00 am to 3:30 pm.**

The objectives of the meeting are as follows:

- Create awareness and appreciation on the basic Quality Workplace Standards developed in the DepEd Central Office,

DMO email
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- Share the current initiatives of the 5S Quality Workplace Team,
- Encourage sharing of best workplace practices in Regional Offices (ROs),
- Plan the next steps to align the current practices and standards in the CO and ROs.

The target participants are the 5S Quality Workplace Coordinators (QWCs) of the respective regional offices. They are requested to register online through the link <https://bit.ly/5SMeetingCO> on or before October 31, 2022 and attend the online consultative meeting through the link <https://meet.google.com/cka-gtfk-dom>. The 5S Regional QWCs are also enjoined to share/present their respective 5S journey during the online consultative meeting. Invites shall be sent to the participants at least one day before the meeting.

For more information, please contact the 5S Quality Workplace Team Secretariat at bhrod.oed@deped.gov.ph or call the Bureau of Human Resource and Organizational Development – Organization Effectiveness Division (BHROD-OED) at (02) 8633-5375. You may also coordinate with Mr. Joel O. Mendoza (0933-8124929) or email at joel.mendoza@deped.gov.ph.

BHROD-OED/Perez