



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

December 4, 2023

OFFICE MEMORANDUM

HRDD-2023- **732**

SUBMISSION OF QMS PLANNING DOCUMENTS

To: Quality Management Representatives
Chairperson and Co-chairperson of QMS Teams
QMS Secretariat
Unit and Section Heads
All Others Concerned

1. With reference to Office Memorandum HRDD-2023-715, "Conduct of Third Quarter Management Review," this Office, through the Risk Management Team (RMT), requests the Chiefs of the Functional Divisions to submit the **Planning Documents (SWOT, Risk Registry, and Opportunity Registry)** to the following monitors not later than December 6, 2023.

Functional Division/Office	Monitor
Administrative Division	Dr. Rita R. Dimakiling
Curriculum & Learning Management Division	Dr. Alejandra B. Lagumbay
Education Support Services Division	Dr. Gertrudes C. Mabutin
Finance Division	Mr. Cesar P. Verunque
Field Technical Assistance Division	Dr. Rosemarie M. Guino
Human Resource Development Division	Mrs. Alma E. Suyom
Office of the Regional Director	Dr. Harvie D. Villamor
Policy, Planning, & Research Division	Mrs. Mercedes D. Sarmiento
Quality Assurance Division	Atty. Eleanor E. Calumpiano

2. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director *vs*

Enclosure: None

Reference: As stated

To be indicated in the Perpetual Index under the following subject:

PLANNING DOCUMENTS

QMS

SUBMISSION

HRDD-DSS



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: <https://region8.deped.gov.ph>

14328