



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

February 14, 2024

OFFICE MEMORANDUM

HRDD-2024- **095**

**QUALITY MANAGEMENT REPRESENTATIVES AND
 QMS SECRETARIAT MEETING**

To: Regional Functional Division Chiefs
 Unit and Section Heads
 All Others Concerned

1. In preparation for the External Quality Stage 2 Audit on Quality Management System (QMS) Certifiable to ISO 9001:2015 Standards on February 19 – 20, 2024, this Office shall hold a meeting of the Quality Management Representatives (QMRs) and the QMS Secretariat on **February 15, 2024, 1:30 p.m.**, at the Policy, Planning and Research Division (PPRD) Conference Room.

2. The agenda are:

- (a) review of the Terms and References (TOR) of the QMR and the QMS Secretariat;
- (b) preparations for the upcoming Stage 2 Audit; and
- (c) other matters.

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

EVELYN R. FETALVERO CESO IV
 Regional Director

HRDD-DSS

