



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025- 612

To : Assistant Schools Division Superintendent  
Division Internal Quality Auditors

Subject : QUALITY MANAGEMENT SYSTEM (QMS) – INTERNAL QUALITY AUDIT  
TEAM (IQAT) ACTIVITIES FOR REGIONAL AND SCHOOLS DIVISION  
OFFICES

Date : September 29, 2025

1. In reference to Regional Memorandum QAD-2025-056 entitled “Quality Management System (QMS) – Internal Quality Audit Team (IQAT) Activities for Regional and Schools Division Offices”, the internal quality audit activities with their corresponding schedules are as follows:

ACTIVITY	DATE/S	PARTICIPANTS	MODALITY
Capacity Building on ISO 19011:2018, ISO 9001:2015, and DM 014, s. 2022 "The DepEd QMS Manual and PAWIM Cum Workshop on SDO Readiness Assessment"	October 20-24, 2025	RO IQAT -Lead -Deputy -Members  SDO IQAT -Lead -Deputy/Members	In-Person  Venue: TBA
Planning Conference on SDO Readiness Assessment	November 6, 2025	RO and SDO IQAT Top Management	Virtual
Conduct of SDO Readiness Assessment	November 10-14, 2025	RO and SDO IQAT Top Management QMS Teams Process owners	In-Person  Venue: TBA
Deliberation and consolidation of readiness assessment results	November 19, 2025	Readiness Assessment Team Leaders RO IQAT Lead and Deputy	Virtual
Dissemination of SDO Results on the QMS Assessment	November 21, 2025	RO IQAT and Top Management	via memo
Provision of Technical Assistance by RO QMS Teams to SDOs based on the Assessment Results	November 24, 2025 onwards	Regional Office QMS Teams and concerned process owners	Blended Venue for Face-to-Face: TBA



**Address:** Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
**Telephone Nos.:** (082) 553-8375; (082) 553-8396



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DIGOS CITY DIVISION

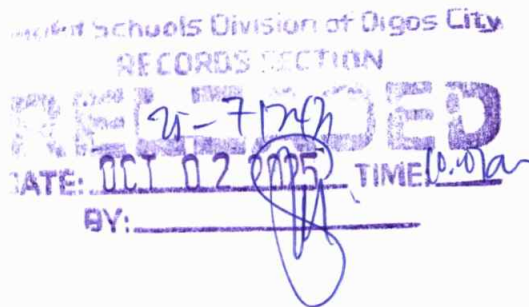
**Office of the Schools Division Superintendent**

Crafting on RXI IQA Handbook for the Readiness Assessment Tool Kit	November 6-7, 24-28, 2025	RO IQAT Lead, Deputy, selected Internal Auditors in RXI	In-Person  Venue: TBA
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2. The objectives of the activity are the following:
- enhance the competence of internal quality auditors;
  - provide deeper understanding on QMS standards in the context of DepEd;
  - ensure compliance with PAWIM-P-003 standards;
  - capacitate SDO IQAT on the conduct of Readiness Assessment;
  - ensure compliance with the established QMS processes;
  - identify good practices;
  - recommend Opportunities For Improvement (OFI);
  - craft RXI IQA Handbook for the Readiness Assessment Tool Kit; and
  - provide technical assistance to SDO QMS teams and process owners via interfacing with RO QMS Teams and process owners.
3. For information, dissemination, and compliance.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent

*19/29/25*



Enclosed: As stated.  
SGOD/rom



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Republic of the Philippines  
Department of Education  
DAVAO REGION



September 17, 2025

REGIONAL MEMORANDUM  
QAD-2025-056

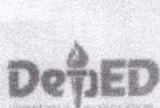
QUALITY MANAGEMENT SYSTEM (QMS) - INTERNAL QUALITY AUDIT TEAM  
(IQAT) ACTIVITIES FOR REGIONAL AND SCHOOLS DIVISION OFFICES

To: Assistant Regional Director  
Schools Division Superintendents  
RO and SDOs Chief Education Supervisors  
RO and SDO IQAT Leads, Deputies, and Members

1. This Office announces the conduct of the hereunder internal quality audit activities with their corresponding schedules:

ACTIVITY	DATE/S	PARTICIPANTS/ IN-CHARGE	MODALITY
Capacity Building on ISO 19011:2018, ISO 9001:2015, and DM 014, S. 2022 "The DepEd QMS Manual and PAWIM Cum Workshop on SDO Readiness Assessment	October 20-24, 2025	RO IQAT <ul style="list-style-type: none"><li>Lead</li><li>Deputy</li><li>Members</li></ul> SDO IQAT <ul style="list-style-type: none"><li>Lead</li><li>Deputy/Members</li></ul>	In-person  <b>Venue:</b> TBA
Planning Conference on SDO Readiness Assessment	November 6, 2025	-RO and SDO IQAT -Top Management	Virtual
Conduct of SDO Readiness Assessment	November 10-14, 2025	-RO and SDO IQAT -Top Management -QMS Teams -process owners	In-person <b>Venue:</b> TBA
Deliberation and Consolidation of Readiness Assessment Results	November 19, 2025	-Readiness Assessment Team Leaders -RO IQAT Lead and Deputy	Virtual
Dissemination of SDO Results on the QMS Assessment	November 21, 2025	RO IQAT and Top Management	via memo
Provision of Technical Assistance by RO QMS Teams to SDOs based on the Assessment Results	November 24, 2025 onwards	Regional Office QMS Teams and concerned process owners	Blended <b>Venue for Face-to-Face:</b> TBA

Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-0051  
Email Address: region11@deped.gov.ph  
Website: www.depedroxi.ph



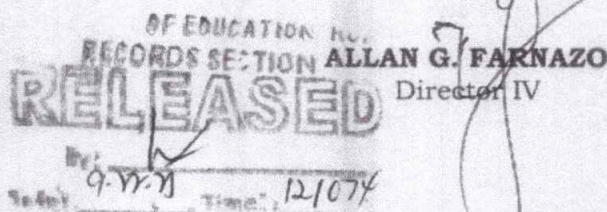


Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Crafting on RXI IQA Handbook for the Readiness Assessment Tool Kit	November 6-7, 24-28, 2025	RO IQAT Lead, Deputy, selected Internal Auditors in RXI	In-person <b>Venue:</b> TBA
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2. The objectives of the activity are the following:
  - a. enhance the competence of internal quality auditors;
  - b. provide deeper understanding on QMS standards in the context of the DepEd;
  - c. ensure compliance with PAWIM-P-003 standards;
  - d. capacitate SDO IQAT on the Conduct of Readiness Assessment;
  - e. ensure compliance with the established QMS processes;
  - f. identify good practices;
  - g. recommend Opportunities For Improvement (OFI);
  - h. craft RXI IQA Handbook for the Readiness Assessment Tool Kit; and
  - i. provide technical assistance to SDO QMS teams and process owners via interfacing with RO QMS Teams and process owners.
3. Participants, training venue, and other details will be announced in a separate memorandum.
4. For inquiries, communicate with **Brenda S. Belonio**, RO Deputy IQAT, through 09296250777 and 291-0051 (local:1123).
5. For information, dissemination and compliance.

ROQ4/bsb



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