



Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2026- 455

To : GEMRO C. EBALLE
Nurse II

Subject : CORRIGENDUM TO DIVISION MEMORANDUM SGOD-2026-425
RE: ATTENDANCE IN THE REFRESHER COURSE ON ISO
9001:2015, ISO19011:2018, AND DM 014, S. 2022 "THE DEPED
QMS MANUAL AND PAWIM" AND THE PROVISION OF TECHNICAL
ASSISTANCE TO SCHOOLS DIVISION OFFICES

Date : August 27, 2026

In reference to Division Memorandum SGOD-2026-425, this Office hereby informs the concerned Division personnel the changes in the list of participants in the said activity on **August 31 - September 5, 2026 at Eden Nature's Park, Toril, Davao City.**

Name of Personnel	Replacement
Bea Pelletero	Gemro C. Eballe

All other provisions of Division Memorandum SGOD-2025-425 remain in effect.

For information and compliance.


MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent 



SGOD/rom



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Department of Education
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DIVISION MEMORANDUM

SGOD-2026-425

To : Assistant Schools Division Superintendent
Chief Education Supervisors (CID&SGOD)
Division QMS Team Leaders
Division QMS Team Deputy Team Leaders

Subject : ATTENDANCE IN THE REFRESHER COURSE ON ISO 9001:2015,
ISO 19011:2018, AND DM 014, S. 2022 "THE DEPED QMS MANUAL
AND PAWIM" AND THE PROVISION OF TECHNICAL ASSISTANCE TO
SCHOOLS DIVISION OFFICES

Date : August 17, 2026

1. In reference to Regional Memorandum QAD-2026-046, the identified Division personnel are directed to attend the above-mentioned activity on **August 31 - September 5, 2026 at Eden Nature's Park, Toril, Davao City.**

2. The goal and objectives of the activity to refresh participants' knowledge and understanding of the following standards:

- **ISO 9001:2015 Quality Management System (QMS)** requirements, reinforce risk-based thinking and process approach, and sharpen practical skills for implementing, maintaining, and continually improving a QMS; and
- **ISO 19011:2018 guidelines**, align their auditing practices with current standards, and enhance their ability to plan, conduct, report, and follow up on management system audits using a risk-based approach.

Learning Objectives:

- Master Quality Principles by realigning everyday quality practices with the 7 Quality Management Principles (Customer Focus, Leadership, Engagement of People, Process Approach, Improvement, Evidence-based Decision Making, and Relationship Management);
- Strengthen Context & Risk Management;
- Enhance Leadership & Process Ownership;
- Improve Operational Execution & Control;
- Drive Evaluation & Continual Improvement;
- Review Core Concepts and Auditing Principles and practices with 7 key principles of ISO 19011 (including integrity, fair presentation, due professional care, confidentiality, independence, evidence-based approach, and risk-based approach);
- Apply the Risk-Based Approach when planning, executing, and reporting on management system audits;
- Identify Audit Risks and Opportunities in individual audit activities;
- Strengthen the Audit Process Cycle in Audit Planning, Audit Execution, Audit reporting, Follow-Up and Corrective Action
- Enhance Auditor Competence and Soft Skills (professional behavior and self-assessment);
- Address common auditing pitfalls/challenges;
- Analyze Case Studies on QMS; and



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- Simulate auditing and readiness assessment of One DepEd, One QMS declared processes and PAWIM of QMS Teams
- Familiarize QMS Teams' PAWIM in context with standards on ISO 9001:2015 and Auditing Management
- Provide Technical Assistance to SDO QMS teams and process owners by RO QMS teams and process owners;
- Clear issues and concerns in the implementation of QMS in SDOs

3. The Participants are required to bring the following:

- copies of ISO 19011:2018, ISO 9001:2015, and PAWIM;
- SDO Planning Documents, and Operations Manual;
- Copies of approved 2026 OPCR Plan, WFP and PPMP;
- Copy of Compendium, v3.0;
- Mobile broadband/ pocket Wi-Fi / MiFi / Travel Router; and
- Laptop and extension wire.

4. Below is the schedule of meals and accommodation:

Day	Date	Accommodation	Meals				
			Breakfast	AM Snack	Lunch	PM Snack	Dinner
Day 1	August 31, 2026	Check-in: 2:00 PM		9:15	12:00 NOON	2:00	6:30 PM
Day 2	September 1, 2026	Full-board	6:00 AM	9:15	12:00	2:00	6:30 PM
Day 3	September 2, 2026	Full-board	6:00 AM	9:15	12:00	2:00	6:30 PM
Day 4	September 3, 2026	Full-board	6:00 AM	9:15	12:00	2:00	6:30 PM
Day 5	September 4, 2026	Full-board	6:00 AM	9:15	12:00	2:00	6:30 PM
Day 6	September 5, 2026	Check-out: 12:00 noon	6:00 AM	10:00			

5. One day Compensatory Time Off (CTO) for the services rendered on August 31, 2026 (Holiday) and September 5, 2026 (Saturday) shall be granted to the concerned Program Management Team and participants of this activity.

6. Attached is the list of participants of the said activity.

7. Approved Work Application Plan (WAP) regarding this activity shall be submitted to this Regional Office through Quality Assurance Division, Attention: Brenda S. Belonio, Deputy of RO IQAT, ON or BEFORE September 21, 2026. Template of the WAP is attached, reference: DM 44, s. 2023.



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8. Travel, meals, venue, accommodation and other incidental expenses of the participants are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
9. For information, guidance and compliance.

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

8/17/16

Office of the Schools Division Superintendent of Digos City

RECEIVED
DATE: 17 AUG 2016
BY: *[Signature]*

Enclosed: As stated.
SGOD/rom



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