



July 6, 2018

REGIONAL MEMORANDUM

216-2018

Conduct of the Phase 4: Capability Building for the Internal Quality Audit (IQA) Team Members of the Total Quality Management System of the DepEd-CAR Regional Office

TO: Asst. Regional Director
Schools Division Superintendents
Chiefs, Regional Office Functional Divisions
Members, TQMS-Internal Quality Audit Team

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DEPED-CAR Time: _____

- To equip the members of the Internal Quality Audit Team with the necessary competencies in auditing the Regional office systems vis-à-vis ISO 9001, 2015 standards, this office will conduct the 4-day Phase 4: Capability Building for the Internal Quality Audit Team members on July 24-27, 2018 here at the Stephen N. Capuyan Hall, Regional Office Compound, Wangal, La Trinidad, Benguet.
- Participants to this activity are the following members of the IQA Team:

From the Regional office		From the Schools Division Offices	
Name	Office/Functional Division/unit	Name	Schools Division
1. ARD Bettina D. Aquino	ORD	1. Arthur Tiongana	Baguio City
2. Cornelia Dulnuan	Administrative	2. Lucio Alawas	Benguet
3. Emilia Faustino	CLMD	3. Rizalyn Guzman	Benguet
4. Cresencio Gamay	ESSD	4. Jacqueline Lunag	Ifugao
5. Christina Paquit	Finance	5. Marciana Aydinan	Ifugao
6. Elfred Dalang	FTAD	6. Lorna Lianza	Abra
7. Rafaela Gawigawen	PPRD	7. Lemuel Dickson	Abra
8. Clemente Bandao Jr.	QAD	8. Gilbert Villanueva	Apayao
9. Jennifer Ande	HRDD	9. Sally Feken	Tabuk City
10. Atty. Sebastian Tayaban	Finance	10. Khad Layag	Mt. Province
11. Atty. Vanessa Flora	Legal unit	11. Marcial Bulao	Kalinga
Resource Speaker and Staff – 2			
Total Number of participants including resource person and staff = 24			

- Lodging of participants from the SDOs and the resource persons in the evenings of July 23-26 including their meals and snacks from the dinner of July 23 to PM snack of July 27, lunch and snacks of participants from the Regional office from July 24-27, honorarium of resource speakers for 4 days including their transportation allowance and the rental of hall will be charged against regional office Funds while other expenses of participants may be charged against available local funds subject to accounting and auditing rules and regulations.
- For information and compliance of all concerned.

MAY B. ECLAR, Ph.D., CESO V
Regional Director

QAD/ALP/odbjr

Telephone Numbers:

Office of the Director IV	422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017
Office of the Director III	-309-3013	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011
Fax Machine	-422-4074	Non Formal Education Division	-422-5187	Regional Planning Unit	-309-3015
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Trunkline	-422-5153
		Supply Unit	-422-2198		