



Republic of the Philippines  
Department of Education  
CORDILLERA ADMINISTRATIVE REGION  
Wangal, La Trinidad, Benguet

May 31, 2018



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**REGIONAL MEMORANDUM**

NO. 073.2018

To : Schools Division Superintendent  
Chiefs, Regional Functional Divisions  
All Others Concerned

Subject : CONDUCT OF ORIENTATION ON THE PRINCIPLES AND CONCEPTS OF TOTAL QUALITY MANAGEMENT SYSTEMS AND ORGANIZATION OF THE DIFFERENT WORKING COMMITTEES

1. This is to announce the conduct of orientation on the principles, concepts and organization of the different working committees of the Total Quality Management Systems on June 13-17, 2018. The venue of the activity shall be at Stephen N. Capuyan (SNC) Hall and at the Regional-NEAP (RNEAP), DepEd Compound, Wangal, La Trinidad, Benguet.

2. The objectives of the orientation are the following:

- a. Orient the employees on the principles and concepts of Total Quality Management Systems;
- b. Discuss the roles and functions of the different working committees and point persons; and
- c. Organize the different working committees and point persons.

3. The participants of the orientation are the following:

RO/SDO	No.
RD	1
ARD	1
Chief, RO Functional Divisions	7
Chiefs (SDOs)	8
2 Participants/ SDO	16
Resource Speaker & Staff	3
ADMIN Division	22
CLMD	12
ESSD	6
FTAD	3
HRDD	4
PPRD	6
QAD	4
Office of the Regional Director	12
<b>TOTAL</b>	<b>105</b>

**Note: The 105 participants will attend Day 1 orientation, and 36 participants will attend activities from Day 2 to 5.**

4. Travel expenses of participants shall be charged against local funds while lodging/accommodation, meals and snacks shall be charged against Regional Office Funds subject to existing rules and regulations. Lodging/accommodation and breakfast shall be for the Resource Speaker and Staff and for SDO participants, except Baguio City and Benguet divisions. First meal will be breakfast of Day 1, June 13, 2018 and last meal will be PM snacks of Day 5, June 17, 2018.

5. Immediate dissemination and compliance of this Memorandum is desired.

CLMD - Hk 6-6-18  
FTAD - GAT 6-6-18  
ARD - Hk 6-6-18

**MAY B. ECLAR, Ph.D., CESO V**  
Officer-in-Charge  
Office of the Regional Director

Telephone Numbers:

Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-7434