



Republic of the Philippines
Department of Education
 REGION III
 SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM

No. 535, s. 2024

**CHANGES TO DIVISION MEMORANDUM NO. 504, S. 2024
 YEAR-END PLANNING, REVIEW, AND QUALITY MANAGEMENT SYSTEM
 (QMS) TRAINING FOR SDO-BATAAN**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Public Schools District Supervisors
 SDO Personnel

1. This Office announces the following changes on the activity matrix of **YEAR-END PLANNING, REVIEW, AND QUALITY MANAGEMENT SYSTEM (QMS) TRAINING FOR SDO-BATAAN** on **December 11-12, 2024** at **Widus Hotel, Clark Freeport Zone, Pampanga**:

**Program of Activities
 Day 1**

ACTIVITY MATRIX

Time	Activity	In-Charge
8:30-9:00	Registration	TWG
9:00 – 9:30	Opening Program	
	Welcome Remarks	Ramon C. Perez <i>SGOD Chief</i>
	Inspirational Message	Carolina S. Violeta, EdD, CESO V <i>Schools Division Superintendent</i>
	Training Objectives	Elma P. Dizon <i>Public Schools District Supervisor, Internal Auditor</i>
9:30– 11:00	Introduction to Quality Management System (QMS)	Jean A. Lintag <i>Education Program Supervisor</i>
11:00-12:00	Operations Manual and PAWIM	Francez Paulene T. Likwong, EPS II-SMME
12:00 – 1:00	Lunch	
1:00 – 2:00	Planning Documents	Perlie Ann R. Torres-Samonte, Planning Officer III



Kabukiran, Calaylayan, Abucay 2114 Bataan
www.depedbataan.com bataan@deped.gov.ph
www.facebook.com/DepedBataan

"We Mould Heroes"



CSC PRIME-HRM BRONZE AWARD
 CSC Resolution No. 2001100

PHILIPPINE QUALITY AWARD
 COMMITMENT TO QUALITY MANAGEMENT (LEVEL II)
 2022



Republic of the Philippines
Department of Education
 REGION III
 SCHOOLS DIVISION OFFICE OF BATAAN

2:00 – 2:15	Health Break	
2:15-3:00	Integrated Operations Manual/Quality Control Plan (QCP)	Hermie G. Duran, EdD , Senior Education Program Specialist
3:00 – 5:00	Workshop	All Units at Breakout Area

Jethro M. Nocom
Senior Education Program Specialist
 Master of Ceremonies

Day 2

Time	Activity	In-Charge
8:00-8:30	Preliminaries	AVP
8:30-12:00	Presentation of Output and Accomplishment Report of Functional Units	All Units
12:00-1:00	Lunch	
1:00-1:10	Synthesis and Closing Message	Armando C. Capili, EdD Assistant Schools Division Superintendent
1:10-5:00	Home sweet home	All Units

Wilfredo Jr. Santos
 Administrative Aide III
 Master of Ceremonies

- All other provisions stated in the Division Memorandum No. 504, s. 2024 shall remain in effect.
- Immediate dissemination of and compliance with this Memorandum is enjoined.

CAROLINA S. VIOLETA, EdD, CESO V
 Schools Division Superintendent

To be indicated in the Perpetual Index
 Under the following subjects:

EVALUATION
 PLANNING
 PROCESS

SO3/PARTS
 December 10, 2024



Kabukiran, Calaylayan, Abucay 2114 Bataan
www.depedbataan.com bataan@deped.gov.ph
www.facebook.com/DepedBataan

"We Mould Heroes"



CSC PRIME-HRM BRONZE AWARD
 CSC Resolution No. 2001100



PHILIPPINE QUALITY AWARD
 COMMITMENT TO
 QUALITY MANAGEMENT (LEVEL II)
 2022