



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

July 09, 2025

SCHOOL MEMORANDUM
No. 070, s. 2025

CONDUCT OF FGD ON QUALITY EDUCATION REDEFINED: DEPED QMS RE-ORIENTATION AND CAPACITY BUILDING

To: All Teachers Others
concerned

1. Pursuant to DepEd Order 009, s. 2021, the Department of Education is institutionalizing a Quality Management System (QMS) across all governance levels, aligning with the National Quality Management System (NQMS). Furthermore, DepEd Memorandum 014, s. 2022, or the Procedures and Work Instructions Manual (PAWIM), outlines specific procedures for implementing QMS processes, including management review, our school will conduct an FGD on July 10, 2025, from 11:00 a.m. -1:300 p.m. at LYFJNNHS Admin Bldg. Junction Hall.
2. The objectives of this activity are as follows:
 - Re-orient participants with DepEd's Quality Management System.
 - Enhance understanding and strengthened commitment to quality standards.
 - Foster a culture of continuous improvement.
3. Enclosed herewith are the approved activity Proposal, list of participants, training matrix, TWG and TOR.
4. Expenses to this activity shall be charged against MOOE/Local Fund, subject to the usual accounting and auditing rules.
5. Immediate and widest dissemination of this memorandum is earnestly desired.

NANETH P. SALVADOR, EdD
Principal

JSA/SM No. 070, s.2025
07/09/2025





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DEPARTMENT OF EDUCATION
RECORDS UNIT, DIVISION OF GENERAL TRIAS CITY
RECEIVED
08 JUL 2025
NO. 2025-07-0670
BY: PJ TIME: 02:31PM

TRAINING PROGRAM PROPOSAL

PROGRAM/TRAINING TITLE:	"Quality Education Redefined: DepEd QMS Re-Orientation and Capacity Building"								
TARGET PARTICIPANTS AND NUMBER OF PARTICIPANTS:	All Teaching Staff of Luis Y. Ferrer, Jr. North National High School Teachers <table><tr><td>Male</td><td>23</td></tr><tr><td>Female</td><td>53</td></tr><tr><td>Total</td><td>76</td></tr></table>			Male	23	Female	53	Total	76
Male	23								
Female	53								
Total	76								
PROPOSED DATE AND VENUE:	July 10, 2025 11:00 AM – 1:30:00 PM (2 hours and 30 minutes) Luis Y. Ferrer Jr. North National High School Junction Hall								
FUNDING SOURCE AND PROPOSED BUDGET	P 3,000.00 from MOOE Funds								
REGISTRATION FEE <i>(If needed)</i>	None								

PROPONENT AND POSITION OF PROPONENT	Naneth P. Salvador, EdD Principal II Erwin A. Asugui Quality Management Review Team Leader Jenah S. Aniban Training and Advocacy Team Leader
<ul style="list-style-type: none">RATIONALE <p>According to DepEd Order 009, s. 2021, the Department of Education is institutionalizing a Quality Management System (QMS) across all governance</p>	





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levels, aligning with the National Quality Management System (NQMS). Furthermore, DepEd Memorandum 014, s. 2022, or the Procedures and Work Instructions Manual (PAWIM), outlines specific procedures for implementing QMS processes, including management review.

A Quality Management System (QMS) helps organizations improve and standardize processes, ensuring consistency and quality in products and services. Key benefits include:

1. Consistency: Standardized processes and outputs.
2. Efficiency: Reduced errors and improved operations.

In essence, a QMS provides a structured and systematic approach to managing quality, leading to improved customer satisfaction, process efficiency, cost reduction, regulatory compliance, employee engagement, and competitive advantage.

As a school's compliance to this mandate, our school will be conducting a seminar entitled, "**Quality Education Redefined: DepEd QMS Re-Orientation and Capacity Building**" on July 10, 2025, from 11:00 am – 1:30 pm at LFYJNNHS Junction Hall.

OBJECTIVES:

The objectives of this seminar are as follows:

- Re-orient participants with DepEd's Quality Management System.
- Enhance understanding and strengthened commitment to quality standards.
- Foster a culture of continuous improvement.

I. METHODOLOGY

It is an eight-hour seminar where invited speaker shall deliver presentation and activities on reinforcing and strengthening the knowledge, skills, and attitude of teaching personnel towards career progression.

EXPECTED OUTPUT OF THE SEMINAR

At the end of the seminar, the participants are expected to:

- Develop a comprehensive Quality Control Plan
- Create a Quality Management System (QMS) Manual
- Prepare an accurate and Accomplishment Report"

II. ENCLOSURES

- a. List of Participants
- b. Proposed Budgetary Requirements
- c. Training Matrix





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- d. List of trainers
- e. List of Management Staff with Corresponding Committee Assignments
- f. Terms of Reference

A. LIST OF PARTICIPANTS

No.	Name	Designation
Non-Teaching Personnel		
1	Salvador, Naneth P.	Principal II
2	Papa, Jeroel E.	Administrative Support Staff
3	Villedo, Sharmaine M.	Administrative Assistant III
4	Plata, Angel Mae E.	Administrative Assistant III
Teaching Personnel		
5	Abando, Emmanuel C.	Teacher III
6	Abueg, Ryan Edel S.	Teacher III
7	Adenir, Imelda T.	Teacher II
8	Adrales, Gerry G.	Teacher I
9	Almonacid, Chrismy B.	Teacher I
10	Ambata, Joyce Ann A.	Teacher I
11	Aniban, Jenah S.	Teacher III
12	Asis, Janet G.	Teacher I
13	Asugui, Erwin A.	Master Teacher I
14	Aticaldo, Gigi Lyn V.	Master Teacher I
15	Ayson, Zenaida A.	Teacher I
16	Bacares, Jorelie Anne T.	Teacher I
17	Banning, Joy Ann M.	Teacher I
18	Barles, Manolo L.	Teacher III
19	Bataller, Ana Claire R.	Teacher I
20	Baybay, Abigail N.	Teacher II
21	Bodiit, Benjamin Jr. A.	Teacher I
22	Buenaventura, Ferdinand A.	Teacher I
23	Butil, Kevin P.	Teacher III
24	Cabudoy, Ginalyn M.	Teacher III
25	Cajelo, Larry F.	Teacher II
26	Canillo, Apple Claire L.	Teacher I
27	Carlson, Khristine R.	Teacher III
28	Casajeros, Babeth G.	Teacher II
29	Casajeros, Elmer P.	Teacher III
30	Castor, Alain C.	Teacher I
31	Cura, Mark Anthony B.	Teacher I
32	Dagundon, Arsenio C.	Teacher I
33	Dasas, Lea M.	Teacher I
34	De Guzman, Joanalyn T.	Teacher III

Address: Phase VI, Wellington Place, Pasong Camachile II,
Trias City, Cavite, Philippines 4107

Contact Numbers: (046) 884-15-68 / 09177146495

Email Address: 307823@deped.gov.ph

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35	Dechavez, Chinkee Mae A.	Teacher I
36	Del Mundo, Kimberly M.	Teacher I
37	Dolor, Romeo Jr. J.	Teacher I
38	Ebillo, Sisa E.	Teacher III
39	Erna, Maricar O.	Teacher I
40	Escobañas, Merofo L.	Teacher I
41	Fabellon, Haydee Z.	Teacher I
42	Galos, Mary Joyce C.	Teacher I
43	Galos, Reynaldo F.	Teacher I
44	Gapusan, Chris C.	Teacher III
45	Garcia, Anna Ruby O.	Teacher I
46	Globio, Liezel D.	Teacher I
47	Gregorio, Krystell Mae Y.	Teacher I
48	Latumbo, Inky Jane E.	Teacher II
49	Lumukso, Carol L.	Teacher I
50	Macalindong, Irine D.	Teacher I
51	Manipud, Kimberly Rose E.	Teacher III
52	Mari, Edna A.	Teacher III
53	Medes, Rosalie E.	Teacher I
54	Mendoza, Lovelyn J.	Teacher I
55	Mogol, Nadinne M.	Teacher III
56	Montaño, Genesis D.	Teacher I
57	Mundala, Via Fhay U.	Teacher II
58	Muñoz, Antonieta S.	Teacher I
59	Neo, Lyca Vanesa L.	Teacher II
60	Nueva España, Ma. Giel G.	Teacher II
61	Palugar, Arlan Renz P.	Teacher I
62	Paredes, Vergie D.	Teacher III
63	Pegollo, Christopher V.	Teacher III
64	Perez, Glydel R.	Teacher I
65	Resit, Kimberly Rose P.	Teacher I
66	Reyes, Nancy S.	Teacher II
67	Rodriguez, Margie D.	Teacher I
68	Rojas, Arneliz S.	Teacher I
69	Rosales, Elena S.	Master Teacher I
70	Santos, Edwin P.	Teacher I
71	Sulit, Jherlynn	Teacher I
72	Sta. Rosa, Jennielyn N.	Teacher I
73	Teodosio, Jessa Mae T.	Teacher I
74	Timana, Marites C.	Teacher III
75	Villareal, Jogelyn A.	Teacher I
76	Zapico, Jomar O.	Teacher I





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Total No. of Male Participants	23
Total No. of Female Participants	53
Total Number of Participants	76

B. PROPOSED BUDGETARY REQUIREMENTS

PARTICULARS	AMOUNT
A4 Bond Paper (200 pcs)	P 400.00
Certificate Holder (4)	400.00
Food and Refreshment	2,200.00
Total	P 3,000.00





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C. TRAINING MATRIX

PROGRAMME:

<u>Time</u>	<u>Activities</u>	<u>Personnel Involved</u>
11:00 AM – 11:15 AM	Registration	Angel P. Macarandang KMT-TL
	National Anthem Prayer	Audio-Visual Presentation Gigilyn V. Aticaldo RMT-TL
11:15 AM – 11:20 AM	Roll Call	Jenah S. Aniban TAT-TL
11:20 AM – 11:30 AM	Welcome Remarks	Erwin A. Asugui QMR-TL
11:30 AM – 11:35 AM	Introduction of the FGD Discussant	Sharmaine M. Villedo QMS-Secretariat
	Inspirational Message	Arlene M. Hernandez
11:35 AM – 12:35 PM	FGD on "Quality Education Redefined: DepEd QMS Re- Orientation and Capacity Building"	Dr. Rogin O. Contemprato, CESE PSDS, Cluster 8
12:35 PM -1:15 PM	Workshop on Implementing QMS in DepEd Offices and Schools/Quality Control Planning	Naneth P. Salvador, EdD Principal II
1:15 PM -1:30 PM	Academic Exchange/Awarding of Certificates	
	Closing Remarks	Elena S. Rosales QMR-Deputy
Jorelie Anne T. Bacares Master of Ceremonies		





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D. LIST OF LEARNING FACILITATORS /TRAINERS

Name of Trainers	Relevant Qualification	Topic Assignment
Dr. Rogin O. Contemprato, CESE	Public School District Supervisor-Cluster 8	"Quality Education Redefined: DepEd QMS Re-Oriented and Capacity Building"
Arlene M. Hernandez	Public School District Supervisor-Cluster 9	Evaluation and Validation of QCP's and SOP's
Naneth P. Salvador, EdD	Principal II	Implementing QMS in North High





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E. TECHNICAL WORKING GROUP

EXECUTIVE COMMITTEE

ARLENE M. HERNANDEZ
 PSDS – Cluster 9

NANETH P. SALVADOR, EdD.
 Principal II

Committee	Chairman	Co-Chairman	Members
Planning	Erwin A. Asugui – QMR-TL	Jenah S. Aniban – TAT TL	Elena R. Rosales – QMR-DTL
Registration and Certificates	Angel Mae P. Macarandang – KMT TL	Inky Jane E. Latumbo – IQAT Member	
Documentation (Proposal, Accomplishment Report and Photo Documentation)	Jenah S. Aniban – TAT TL	Gigilyn V. Aticaldo – RMT - TL	Marites C. Timana - IQAT Member Nancy S. Reyes – RMT - DTL
Accommodation and Technical	Ferdinand A. Buenaventura – IQAT DTL	Elmer P. Casajeros – QWP - TL	Ryan Edel S. Abueg – QWP – Member Emmanuel C. Abando - QWP – Member
Tarpaulin and Program and Invitation	Kristine R. Carlon – IQAT-TL	Larry F. Cajelo – TAT-DTL	Joyce Ann A. Ambata – TAT-Member
Food and Refreshment	Janet G. Asis Edwin Santos	Sharmaine M. Villedo- QMS- Secretariat	Sarmaine M. Villedo
QATAME	Kimberly Rose E. Manipud-IQAT Member	Ginalyn T. Cabudoy – QMS – Secretariat Member	Kimberly M. Delmundo – RMT - Member





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F. TERMS OF REFERENCE

1. Executive Committee

- Serves as overall decision and policy making body in coordination with the technical working teams.
- Monitors the timeline in the conduct of the training.

2. Planning Committee

- Drafts and submits the training proposal for approval.
- Finalizes the training matrix and communicates the same to all the teams.
- Directs the flow of the Training.

3. Registration/Certificate Committee

- Provides registration sheet for all the participants.
- Checks the attendance throughout the webinar.
- Prepares certificates for the participants and the resource speaker.

4. Documentation Committee

- Records the proceedings of the training
- Compiles all the documents relative to the training
- Organizes the documents and submits the same to the executive team.
- Records the entire webinar.

5. Program Committee

- Designs and drafts program for the training.

6. Food and Refreshments

- Prepares food and refreshments for the Speakers and participants.
- Makes sure that all persons involve are provided with drinks and snacks.

7. Quality Assurance, Technical Assistance, Monitoring and Evaluation (QATAME)

- Ensures that Quality Assurance standards and regulations are met by the organizing committee in the conduct of the training
- Consolidates feedback/evaluation and submits quality assurance report of the training.





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Prepared by:

ERWIN A. ASUGUI

Quality Management Review – Team Leader

JENAH S. ANIBAN

Training and Advocacy - Team Leader

Fund Availability:

SHARMAINE M. VILLED

Administrative Assistant III

Noted by:

NANETH P. SALVADOR, EdD

Principal II

Approved by:

ARLENE M. HERNANDEZ

PSDS, Cluster 9





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