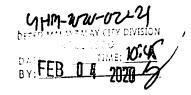


## Republic of the Philippines

## Department of Education

Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY



## **MEMORANDUM**

TO

**Assistant Schools Division Superintendent** 

Chief Education Supervisors and Staff, CID and SGOD

Section/Unit Heads and Staff

**All Others Concerned** 

FROM:

VICTORIA V. GAZO, Ph.D., CESO V

**Schools Division Superintendent** 

DATE:

February 4, 2020

RE:

**Quality Management System (QMS) Timeline** 

In line with the on-going Quality Management System (QMS) activities for ISO 9001:2015 Certification, this Office hereby provides you copy of the QMS Timeline (enclosed herewith) for your information and guidance.

Further, you are advised to participate in all the activities to ensure the timely implementation of the QMS activities and compliance of the deliverables.

**Encl.** 

As stated

Copy furnished:

Records Unit AO File



## **ISO 9001:2015 QUALITY MANAGEMENT SYSTEM**

Department of Education, Division of Malaybalay City

Month	Day	Activity	
	2	Gap Assessment	
	3	AM – Document Control Training	PM – IQA Training
March	4	IQA Training	
	<b>5</b>	Document Review	
	23	Process Roll-Out / Launching of ISO 9001:2015 Quality Management System	
_April	23-24	Guided Aud	dit
May	26	Mock Assessment	
	27	Management Review	
June	1 <sup>st</sup> week	Stage 1 CB Audit	
	2 <sup>nd</sup> week	Stage 2 CB Audit	