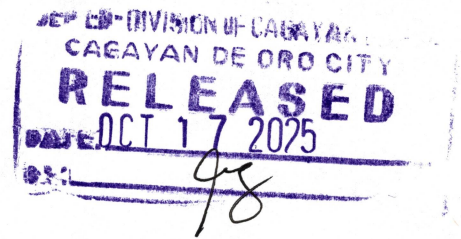




Republic of the Philippines  
**Department of Education**  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY



**Office of the Schools Division Superintendent**

17 Oct 2025

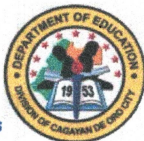
OFFICE MEMORANDUM  
No. 128 s.2025

**CONDUCT OF THE QUALITY MANAGEMENT SYSTEM CORE GROUP MEETING**

To: Asst. Schools Division Superintendent  
Quality Management Representative (QMR)  
Heads of the QMS Teams  
QMS Secretariat

1. All concerned are hereby informed of the Quality Management System Core Group Meeting on **October 21, 2025 8:30 in the morning at the Division Office Board Room.**
2. The following agenda shall be discussed:
  - a. Reconstitution of the QMS Team
  - b. Revisit of the Roles and Functions of the QMS Teams
  - c. Proposed agenda for the Management Review Meeting on October 27, 2025:
    - i. Timelines of the QMS activities
    - ii. Action Plan on the RO Team Findings
    - iii. Submission of Outputs (last week of October)
    - iv. Documents tracking
    - v. Assignment of editors per division
    - vi. Other proposed activities:
      - i. 2<sup>nd</sup> Management Review Meeting on November 17
      - ii. Documents finalization with RO representative – November 24
3. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
4. This Office directs immediate and wide dissemination of this Memorandum.

  
**ROY ANGELO E. GAZO**  
Schools Division Superintendent



**Address:** Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
**Telephone:** (088) 855-0044, (088) 855-0047, (088) 328-2142  
**Email Address:** [cagayandeoro.city@deped.gov.ph](mailto:cagayandeoro.city@deped.gov.ph)  
**Website:** <https://depedcdo.net/>

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**Office of the Schools Division Superintendent**

Encl.: As indicated

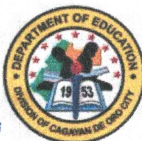
Reference: None

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

QMS

OM-CID-JSM

Competence  
Diligence  
Outstanding Integrity



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