



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



**Office of the Schools Division Superintendent**

**21 Feb 2025**

OFFICE MEMORANDUM

No. 25 s.2025

TO: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
CID, SGOD and OSDS  
All Curriculum Implementation Division Personnel  
All School Governance and Operations Division Personnel  
All Office of the Schools Division Superintendent Personnel  
This Division

**REVIEW OF ENROLLED QUALITY CONTROL PLAN, FORMS, AND  
TEMPLATES AND PERFORMANCE ASSESSMENT**

1. Pursuant to the implementation of Quality Management System (QMS) in the Division Office, there shall be a conduct of review of the Quality Control Plan (QCP), forms, templates, and performance assessment on **February 25, 2025 from 1:00 PM to 5:00 PM** at the Division Office, Father William Masterson, Cagayan de Oro City.

Below are the designated focal persons and teams in charge for the review:

**Curriculum and Implementation Division (CID)**

- Focal Person: Rochelle A. Luzano
- Knowledge Management Team: Jinky M. Arnejo and January Gay T. Valenzona
- Secretariat: Milagros P. Recamadas

**School Governance and Operations Division (SGOD)**

- Focal Persons: Eleanor Consejo H. Rollan and Beverly Ann E. Nicolasora
- Knowledge Management Team: Rodel S. Megollas and Roy H. Lumban
- Secretariat: Jairus John M. Gochuco

**Office of the Schools Division Superintendent (OSDS)**

- Focal Persons: Risa Bea Socorro M. Borres and Angela Vincent A. Torres
- Knowledge Management Team: Kristian B. Murillo and Kurt Celica Bacas
- Secretariat: Nida D. Mandawe



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2. Use the link below to access and download the official programme for reference <https://tinyurl.com/Quality-Control-Plan->.
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 the immediate and wide dissemination of this memorandum for the information and guidance of all concerned.

**ROY ANGELO E. GAZO, CESO V**  
Schools Division Superintendent

COMMUNICATIONS  
POLICY

DM-001-CID-IM-ABC / SGOD-HRDS-MCTG- REVIEW OF ENROLLED QUALITY CONTROL PLAN,  
FORMS, AND TEMPLATES AND PERFORMANCE ASSESSMENT  
February 21, 2025



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