



RELEASED

Division Memorandum No. 402 s. 2019

DepEd, Division of Catanduanes

RECORDS SECTION

Date NOV 04 2019

Time: 11:20 AM

Initial/Signature: [Signature]

To : Chiefs, SGOD and CID
Unit Heads/ Section Heads
Selected SDO Personnel with Regular Permanent Status
Concerned School Heads
All Others Concern

From : DANILO E. DESPI
Schools Division Superintendent

Subject : **Division Orientation -Workshop on International Organization for Standardization (ISO) Preparation**

Date : October 31, 2019

1. Total Quality Management System in the Department of Education, is one of the targets of the department. To really achieve its targets, goals and aspirations, the department needs to establish a standard processes and structures through International Organization for Standardization (ISO).
2. ISO is a framework that allows the organization to improve its practices through a structured documented system. This allow the organization to better satisfy the needs and expectations of costumers, stakeholders and interested parties. It addresses and supports the department's strategies for designing its services and meeting the high-quality standards that the organization provides administrative services for government and non- governmental clients.
3. Considering the call for total Quality Management System in the SDO, a Division Orientation -Workshop on ISO Preparation shall be conducted on November 11-13, 2019 at a venue to be announced later. Guided by the principle that the human resource is one of the best assets in the organization and each employee must be heard, thus, representatives from each functional divisions of the SDO shall be the participants to the said activity.
4. Participants are requested to bring laptop, extension wires, copy of 2018 IPCRF and a compendium.
5. This is a stay -out activity. Meals, accommodation and supplies (to be utilized during the training) shall be charged from the SGOD and CID HRTD Funds.
6. Attached to this memorandum is the list of participants.
7. For information, guidance and compliance.

HENRY MARIN

Public Schools District Supervisor - OIC

Public Schools District Supervisor

PARTICIPANTS TO ISO TRAINING-WORKSHOP

	OFFICE	NAME	DESIGNATION
1	OFFICE OF SDS	DANILO E. DESPI	Schools Division Superintendent
2	OFFICE OF ASDS	MA. LUISA T. DELA ROSA	Asst. Schools Division Superintendent
3	LEGAL SERVICES	MARIANNE C. TUD	Attorney III
4	ICT	JENNIFER METICA	Information Technology Officer I
5	ADMIN - GS	EVA TOLENTINO	Administrative Officer V
6		RUDY TOMAGAN	Security Guard I
7		MARIO ARCILLA	Security Guard I
8		NESTOR GIANAN	Administrative Aide III
9	PERSONNEL	MARICHELE LLAVE	Administrative Officer IV
10		MA. LOURDES SORRA	Administrative Assistant III
11		ROSS ANN PUNZALAN	Administrative Assistant III
12		FATIMA JOSON	Administrative Assistant III
13		ROMA ANGELEE SOLEYBAR	Administrative Assistant III
14		NIMFA ARCILLA	Administrative Assistant III
15		CHANDA SOLIVERES	Administrative Assistant III
16	RECORDS	ELIZABETH IFURUNG	Administrative Officer IV
17		REY ALDEA	Administrative Aide II
18	SUPPLY	CRISTINA BARRAMEDA	Administrative Officer IV
19	CASHIER	LIZA BERNARDO	Administrative Officer IV
20	ACCOUNTING	ANGELO JAMES AGUINALDE	Accountant III
21		HELEN SOLEDAD	Administrative Assistant III
22		JANNETTE MARQUEZ	Administrative Assistant III
23		MARY ANN OBO	Senior Bookkeeper
24		EMILY AUGUSTO	Senior Bookkeeper
25		PEARL SARMIENTO	Senior Bookkeeper
26		CHARMAINE TEJERERO	Senior Bookkeeper
27		MAE ZAFE	Senior Bookkeeper
28		ELAINE TALAN	Senior Bookkeeper
29		DEBBY MATIENZO	Senior Bookkeeper
30	BUDGET	MA. CIELO TUBALE	Administrative Officer V
31		CAROL LIM	Administrative Assistant III
CURRICULUM IMPLEMENTATION DIVISION			
32	DIVISION CHIEF	JOSEFA ZAPE	Chief Education Supervisor
33		RAQUEL BOSQUE	Administrative Assistant II
34	INSTRUCTIONAL MANAGEMENT	GINA CUSTODIO	Education Program Supervisor
35		FRANKIE TURALDE	Education Program Supervisor
36		JESSLYN TAWAY	Education Program Supervisor
37		CYNTHIA SONEJA	Education Program Supervisor
38		ROMEL PETAJEN	Education Program Supervisor
39		GINA PANTINO	Education Program Supervisor
40		MA. GINA TEMPLONUEVO	Education Program Supervisor
41		AMELIA CABRERA	Education Program Supervisor
42		NELSON SICIO	Education Program Supervisor
43		JEZRAHEL OMADTO	Education Program Supervisor
44		NIEVA TUIBEO	Public Schools District Supervisor - OIC
45		HERMAN BODOTA	Public Schools District Supervisor
46		ERLINDA BORBE	Public Schools District Supervisor
47		MIGUELITO RODRIGUEZ	Public Schools District Supervisor
48		DELFIN DE LEON	Public Schools District Supervisor - OIC
49		RUTH SORRERA	Public Schools District Supervisor - OIC
50		HENRY MARIN	Public Schools District Supervisor
51		NELSON ISORENA	Public Schools District Supervisor

52		BRENDA VILLAREY	Public Schools District Supervisor
53		EDGAR RIMA	Public Schools District Supervisor
54		DELIA LAZARO	Public Schools District Supervisor
55		BELEN TAPAS	Public Schools District Supervisor
56		JOSELITO RUIZ	Public Schools District Supervisor - OIC
57		ELIAS ABUNDO	Public Schools District Supervisor
58		MERLY GONZALES	Public Schools District Supervisor
59		JOGENE ALILLY SAN JUAN	Project Development Officer II
60		JANE T. TUPLANO	Education Program Specialist II
61		MARIA RITA TABLATE	Education Program Specialist II
62		PEACHIE ROSHELLE CHAVEZ	Librarian II
SCHOOL GOVERNANCE AND OPERATION DIVISION			
63	DIVISION CHIEF	MIGUEL OGALINOLA	Chief Education Supervisor
64		MARY JEAN ROMERO	Education Program Supervisor
65	(MONITORING AND EVALUATION)	SARAH CHIONG	Senior Education Program Specialist
66		ACHILLES ALBERTO I	Education Program Specialist II
67	SOCIAL MOBILIZATION & NETWORKING	MARIA IMELDA ABEJO	Senior Education Program Specialist
68		MARIFE BREQUILLO	Education Program Specialist II
69		MARIA AUDREA VIVO	Project Development Officer II (DRRM)
70	HUMAN RESOURCE DEVELOPMENT	AROLINE BORJA	Senior Education Program Specialist
71		MA. SIONNE MAY CRISPINO	Education Program Specialist II
72	PLANNING AND RESEARCH	RAQUEL PAHUYO	Senior Education Program Specialist
73		REY BONAYON	Planning Officer II
74	EDUCATION FACILITIES	RODGER MATIENZO	Engineer III
75	SCHOOL HEALTH & NUTRITION	KRISTINE SANTELICES	Medical Officer III
76		AMYLOU CELSO	Dentist II
77		HIDELITA POSADA	Dentist II
78		MA. THERESA ABUNDO	Nurse II
79		JENNIFER CASALLO	Nurse II
80		MYRNA CARILIMDILIMAN	Nurse II
81		MARIBEL SAMONTE	Nurse II
82	SENIOR HIGH SCHOOL	EMELINE FRANCIA ABRASALDO	Nurse II
83		ROSARIO VEGIM	Project Development Officer I
84		EVA CARIÑO	Project Development Officer I
85		Ruben Jose V. Tria	SP-I Pajo San Isidro ES
86		Fidel Vigem	PII- Bato Rural Development High School
87	SUPPORT STAFF	Rose Ann T. Torrente	Job Order
88		Bryan I. Orandain	COS