



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY

01121092

**MEMORANDUM**

To: Schools Division Superintendents  
SGOD and CID Chiefs  
SDO QMS Focal Persons  
Quality Management Representative (QMR)  
Document Control Custodian (DCC)  
RO QMS Secretariat

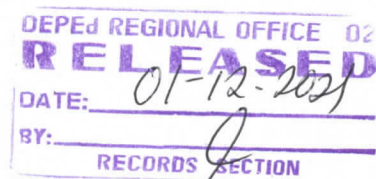
From: **BENJAMIN D. PARAGAS, PhD, CESO V**  
Director IV/Regional Director

Date: January 11, 2021

Subject: **VIRTUAL MEETING OF SGOD AND CID CHIEFS**

1. As an offshoot of the discussion during the Management Review conducted last January 8, 2021, a Virtual Meeting of the Chiefs of the School Governance and Operations Division (SGOD) and Curriculum Implementation Division (CID) is scheduled on **January 14, 2021 at 8:30 am** using the Google Meet link **<https://meet.google.com/fwk-dgpi-zmw>**.
2. The purpose of the virtual meeting is to create Procedure Manual/s and other documented information for the Chiefs of the SGOD and the CID in response to the audit findings during the Pre-Assessment Audit conducted by BCJA.
3. Participants to this activity are the SGOD and CID Chiefs, SDO QMS Focal Persons, QMR, DCC, and RO QMS Secretariat. SDO City of Ilagan, Quirino, and Nueva Vizcaya participants are earnestly invited to this endeavor to share their controlled processes and/or contribute in crafting harmonized process/es under the concerned offices.
4. Immediate dissemination of this Memorandum to all concerned is desired for information and compliance.

QAD/jts



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
Telephone Nos.: (078) 304-3855; (078) 396-9728  
Email Address: [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
Website: [region2.deped.gov.ph](http://region2.deped.gov.ph)



Doc Code:	<b>FM-ORD-003</b>	Rev:	<b>00</b>
As of:	<b>July 2, 2018</b>	Page:	<b>1</b>