



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

09/32/069

OFFICE MEMORANDUM

No. 253, s. 2021

To: Regional Functional Division Chiefs
 Section/Unit Heads
 QMS Team Heads

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

Date: September 13, 2021

Subject: **PREPARATION OF MANAGEMENT REVIEW REPORTS**

1. In preparation for the Virtual Management Review (MR) on September 22, 2021, the concerned personnel and QMS Team Leaders, as shown in the succeeding table, are requested to prepare their reports on the identified subject for presentation and discussion during the MR.

Subject of the Report	Presenter	Position/Designation
Status of Actions/Agreements from the last MR	Candido P. Corpuz	QMS Secretary
Analysis & Evaluation (A&E) on Customer Satisfaction Feedback from January to August 2021	Amir A. Mateo	PAU Unit Head
Quality Objectives Monitoring from January to August 2021	Functional Division Chiefs	
Status of CARs	Roman G. Pagaduan	Lead IQA
Audit Results (RO)	Ronnie P. Guiloy	Deputy Lead IQA
Report on Documentation	Joy T. Soriano	Lead KMT
A&E on the Performance of External Providers	Joselito Narag	Chief, ESSD
	Valentina Sepanton	AMS Head
Adequacy of Resources (BUR as of August 2021)	Felipe L. Marallag	Chief, Finance Division



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
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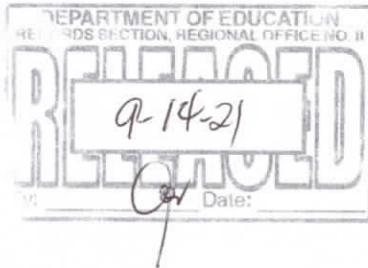


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Risk Assessment Results from January to August 2021	Francis Deo Ventura	Lead PPRD	RMT/Chief
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2. A powerpoint template shall be given to the presenters and the soft copy of the report shall be submitted to the QMS Secretariat through gad.region2@deped.gov.ph on or before September 20, 2021 to be included in the retained documented information.
3. Immediate dissemination of this Memorandum to all concerned is desired for information and compliance.

QAD/lat/jts



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