



Division Memorandum  
No. 249, s. 2019

TO: **Top Management  
Committees Concerned**

FROM: *for*  **MARILOU B. DEDUMO, Ph. D., CESO V**  
Schools Division Superintendent **5/31/19**

SUBJECT: **ORIENTATION ON ROLES AND RESPONSIBILITIES FOR THE ISO 9001:2015 AND**

DATE: **May 30, 2019**

1. Pursuant to the published Division Office Memorandum No. 246, s. 2019 on the stipulation of the committees for ISO 9001:2015, this office informs that all members of the Top Management, Chairpersons and Members shall attend an orientation on June 6, 2019 at the Division Office.
2. This whole day activity has the following objectives:
  - ✦ Orient members on their roles and responsibilities.
  - ✦ Give an overview of ISO 9001:2015.
  - ✦ Set plans for future ISO related activities.
3. Attendance of each member is of high regard.
4. Attached to this is an Office Order No. 246 with names of the personnel concerned.
5. For your information and compliance.

*osds/dedumo*

References: ISO 9001:2015

To be indicated in the Perpetual Index  
under the following subjects

ISO

ORIENTATION

DIVISION MEMO

