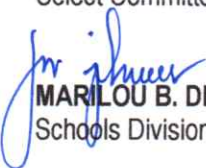




Office Memorandum
 No. 310, s. 2019

TO: All Chiefs of Sections
 Select Committee Chairs and Members

FROM:  **MARILOU B. DEDUMO, Ph. D., CESO V**
 Schools Division Superintendent

SUBJECT: **PROCESS IMPLEMENTATION AND INTERNAL AUDIT TRAINING**

DATE: July 8, 2019

1. ISO International Standards ensure that products and services are safe, reliable and of good quality. For business, they are strategic tools that reduce costs by minimizing waste and errors and increasing productivity. DepEd-Division of Surigao del Sur started on a project that initiates, develops, implements Quality Management System that will ensure quality delivery of services.
2. Thus, a **Process Implementation and Internal Audit Training** will be held on July 10-12, 2019. Venue to be announced later.
3. Provide the essential skills associated with successful environmental audits and to provide full knowledge with which an auditor will be able to develop practical understanding of environmental issues, principles and practices to evaluate the system.
4. Participants of this training are the identified Division Office Personnel, District Supervisors/DICs and School Heads. (see attachment)
5. There will be no registration fee to be collected. Meals, snacks and accommodation of select participants are chargeable against HRTD Funds. Travelling expenses and per diem of District Supervisors/DICs and School Heads must be charged to school MOOE subject to the usual accounting and auditing rules and regulations.
6. All participants are expected to be at the venue before 8:00 a.m.
7. Immediate dissemination of this memorandum is desired.

sgod/hrd/correos

References: ISO 9001:2015

To be indicated in the Perpetual Index
 under the following subjects

POLICY

STANDARDS

ISO