



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**CITY SCHOOLS DIVISION OF BIÑAN CITY**

DEPARTMENT OF EDUCATION  
SCHOOLS DIVISION OF BIÑAN CITY  
RECORDS SECTION  
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DIVISION MEMORANDUM  
No. 034 , s. 2021

**COMPOSITION OF THE QUALITY MANAGEMENT SYSTEM (QMS) FEEDBACK  
MECHANISM AND RISK MANAGEMENT COMMITTEE**

To : Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All Others Concerned

1. Relative to the on-going development of a Quality Management System (QMS), this Office hereby designates the following as chair, co-chair, and members of the **QMS Feedback Mechanism and Risk Management Committee** effective immediately:

<b>BAYANI V. ENRIQUEZ</b> Chief, School Governance and Operations Division Chair-QMS Feedback Mechanism and Risk Management Committee	
<b>FEEDBACK MECHANISM</b>	<b>RISK MANAGEMENT</b>
<b>LEONORA M. OGANIA</b> SEPS-Social Mobilization & Networking Co-Chair  Members:  <b>LESTER R. RAMOS</b> Information Technology Officer I  <b>MARILYN E. MACABABBAD</b> Project Development Officer II - LRMDs  <b>MARK ANGEL H. PENA</b> Administrative Officer II  <b>MAUREEN JANE Q. ALANGCO</b> Administrative Aide VI	<b>ROMULO D. CASIPIT</b> PSDS Co-Chair  Members:  <b>ANGELA A. MORANDO</b> Education Program Supervisor-MAPEH  <b>ISIDRA L. GALMAN</b> SEPS-SMME  <b>MARY ROSE M. MAGBUJOS</b> Administrative Assistant III  <b>MICHAEL M. GRAVOSO</b> Administrative Assistant III

2. The major roles and responsibilities of the Committee are as follows:

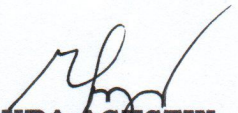
- Develops, implements, and monitors feedback mechanism for both external and internal customers;
- Evaluates and communicates customer feedback results to offices;



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- Reports consolidated results to the Top Management and during Management Review;
  - Recommends necessary actions to be taken by the organization to ensure customer satisfaction;
  - Review and assess the quality and effectiveness of the risk management systems and ensure that the risk policies and strategies are effectively managed; and
  - Perform other related activities.
3. Immediate dissemination of this Memorandum is desired.

  
**EDNA FAURA-AGUSTIN**  
Schools Division Superintendent 