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

21 Feb 2022

DIVISION MEMORANDUM
SGO-2022- 041

**MEETING ON THE PREPARATION FOR EXTERNAL CERTIFICATION AUDIT
WITH DEPED CENTRAL OFFICE**

To : OIC - Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Quality Management Representative
QMS Team Leads and Deputy Leads
Biñan Integrated National High School QMS Team Leads
Biñan Elementary School QMS Team Leads
All Others Concerned

1. Relative to the preparation of the City Schools Division of Biñan City on the external certification audit, this Office announces the conduct of **Meeting on the Preparation for External Certification Audit with DepEd Central Office** on **February 22, 2022, 9:00 a.m.**, at the **4th floor SDO Training Hall**.
2. This meeting aims to:
 - a. Finalize the QMS Documentary Requirements of the NQMS Pilot Offices;
 - b. Review/report the processes being done by the QMS Teams;
 - c. Assess the readiness of the NQMS Pilot Offices for the External Certification Audit; and
 - d. Report issues, concerns, or gaps that needs to be addressed being part of the pilot offices.
3. Participants to these meeting are the NQMS Secretariat, SDO Top Management, Quality Management Representative, Deputy Quality Management Representative, QMS Team Leads and Deputy Team Leads, Biñan Integrated National High School QMS Team Leads, and Biñan Elementary School QMS Team Leads
4. Immediate dissemination of this Memorandum is desired.

[Signature]
EDNA FAURA-AGUSTIN

Schools Division Superintendent
[Signature]

Encl: None

Reference: None

SGOD/PROPER / DM-Meeting on the Preparation for External Certification Audit with DepEd Central Office
637 / 02/21/2022



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