



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

DEPARTMENT OF EDUCATION
Schools Division of Binan City
RECORDS SECTION

FEB 11 2021

11 Feb 2021

DIVISION MEMORANDUM
No. 043, s. 2021

**COMPOSITION OF THE QUALITY MANAGEMENT SYSTEM (QMS) KNOWLEDGE
MANAGEMENT TEAM**

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 Knowledge Management Team** effective immediately:

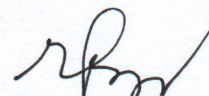
QMS Knowledge Management Designation	Name of Personnel
Chair	EVA JOYCE VALENZUELA-CABANTOG ESP II- Social Mobilization and Networking
Co-Chair/s	LESTER R. RAMOS ITO III EDITHA Y. COLOMA AO-IV EVELYN P. DE CASTRO EPS-LRM
Document Controllers (Members)	GERARDSON T. RAMOS Nurse II MARIANNE KRISTY A. CANON Administrative Officer II KEZIAH C. BORJA Administrative Officer II JULIAN CARLOS E. CARINGAL Administrative Assistant II JENNIFER D. LARA Administrative Assistant II



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	<p>CHERYL B. SUAZO Administrative Assistant III</p> <p>JAYSON P. MAGADIA Administrative Aide VI</p> <p>ROSELYN T. LACAMPUENGA Administrative Aide I (LSB-Job Order)</p> <p>RAFAELLO LUIS L. GALMAN Administrative Aide I (LSB-Job Order)</p> <p>JOHN JEROLD CASTILLO Administrative Aide I (LSB-Job Order)</p> <p>MARVIN B. ESTIMO Administrative Aide I (LSB-Job Order)</p> <p>SHARON G. YAMBAO Administrative Aide I (LSB-Job Order)</p>
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2. The major roles and responsibilities of the Team are as follows:
 - Ensure that the requirements for maintaining and retaining documented information are established and implemented
 - Coordinate and oversees activities related to managing organizational knowledge
 - Perform other related activities.
3. Immediate dissemination of this Memorandum is desired.



EDNA FAURA-AGUSTIN
Schools Division Superintendent

