



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

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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
	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
Document Controllers (Members)	



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CHERYL B. SUAZO
Administrative Assistant III

JAYSON P. MAGADIA
Administrative Aide VI

ROSELYN T. LACAMPUENGA
Administrative Aide I (LSB-Job Order)

RAFAELLO LUIS L. GALMAN
Administrative Aide I (LSB-Job Order)

JOHN JEROLD CASTILLO
Administrative Aide I (LSB-Job Order)

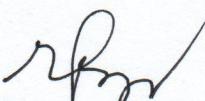
MARVIN B. ESTIMO
Administrative Aide I (LSB-Job Order)

SHARON G. YAMBAO
Administrative Aide I (LSB-Job Order)

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

