



MAY 25 2022

SPECIAL ORDER
No. 2022- 386

**SUBJECT: QUALITY MANAGEMENT SYSTEM (QMS)
IMPLEMENTATION IN RELATION TO AUDIT
FINDINGS DURING THE QMS RECERTIFICATION
AND MONITORING ACTIVITIES**

In the interest of the service and to ensure conformance of the Quality Management System (QMS) following the Audit Findings during the recertification audit done from April 1-12, 2022, a review of QMS implementation and requirements for the closure of the audit findings shall be conducted on May 31-June 1, 2022 in Davao City, Region XI and monitoring activity on June 2-4, 2022.

May 31-June 1, 2022

Participant

I. Face-to-Face Attendees

a. Central Office QMS Team

Deputy Quality Management
Representative

Nonita S. Caguioa

Central Office Quality Management
Representative

Maria Elena A. Morillos Manila

QMS Lead Auditor

Maria Matilda A. Gaddi

Internal Quality Audit Auditor

Susan B. Villar

QMS Core Team

Encarmila B. Panganiban

QMS Secretariat

Evelyn G. Nillosan

Reina Frances D. Requieron

Antonette C. Laman

Allen Renz Rebadomia

b. Regional Office

Region XI

Regional Quality Management
Representative

Core Team Representative/s

Audit Team Representative/s

PENRO Representatives

CENRO Representatives

II. Virtual Attendees

Office of the Undersecretary for Field
Operations Mindanao

Representative

Office of the Assistant Secretary for Field
Operations Eastern Mindanao

Representative

Cordillera Autonomous Region

Representative

National Capital Region
Region 1
Region 2
Region 7

Representative
Representative
Representative
Representative

Expenses to be incurred during the QMS review including food, venue, accommodation, supplies and materials and other incidental expenses shall be charged against funds of Region XI subject to the usual accounting and auditing rules and regulations. Transportation and expenses of Central Office QMS team and secretariat during the review and including travel expenses during monitoring shall be charged against QMS funds.

In consideration of the Covid19 risk the activity shall be conducted through mixed physical and virtual, and strictly follow the IATF guidelines.

The QMS Secretariat and the Regional QMS Secretariat shall assist in the conduct of the activity.

The Deputy Quality Management Representative is hereby authorized to adjust the date and venue of the activity.

This Special Order shall be effective on the dates specified herein.

ATTY. ERNESTO D. ADOBO, JR., CESO I
Undersecretary for Legal, Administration,
Human Resources and Legislative Affairs

