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OFFICE MEMORANDUM
QAD – 2026 - 407

FOURTH QUARTER MEETING OF KNOWLEDGE MANAGEMENT TEAM

To: Assistant Regional Director
Chiefs of Functional Divisions
Heads of Units/Sections
All Others Concerned

1. This Office, through the Quality Management System (QMS) Secretariat in collaboration with the Knowledge Management Team (KMT) shall conduct the Fourth Quarter Meeting for FY 2026 at the Quality Assurance Division (QAD) on November 24, 2026, at 9:00 in the morning.

2. The meeting shall cover the following agenda items:
   a. Monitor the Updated Planning Documents and Operations Manual
   b. QMS Updates
   c. Other matters.

3. The participants and their alternates are as follows:

	NAME	FD/Section/Unit
1	Maria Teresa M. Bautista	HRDD
2	Arlene A. Niro	FTAD
3	Nhyke Bryan R. Bactat	AD-Records
4	Gina R. Viduya	PPRD
5	Joana D. Sabado	ORD - PAU
6	German P. Junio	ORD-ICTU
7	Florie M. Llobrera	ORD
8	Glaiza S. Leonen	ORD-Legal Unit
9	Reymarc G. Gacayan	AD-AMS
10	Jayson M. Ornido	AD-RPSU
11	Claire L. Sibulo	AD-GSU
12	Benjie F. Miranda	AD-Cash Section
13	Mariane P. Lagera	AD-Procurement Unit
14	Laarni Grace M. Abaya	AD – Personnel Section
15	Shynne R. Puzon	CLMD
16	Niña Marie C. Ballada	CLMD - LRMS
17	Melrose Con B. Salibio	ESSD
18	Jasmin M. Micua	FD - Accounting Section

19	Shaira Mae C. Ferrer	FD - Budget Section
20	Trishia Mae A. Domondon	FTAD
21	James Paulo Abando	HRDD
22	Karina G. Aragon	HRDD-NEAP
23	Russel John Munar	PPRD
24	Maricar D. Nieva	QAD
25	Francis A. Domingo	QAD

4. For clarification, please contact the Quality Assurance Division (QAD)/ QMS Secretariat through telephone number (072) 682-2324 loc 117 or email at qad.region1@deped.gov.ph.

5. Immediate dissemination of this Memorandum is desired.

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director

QAD/emm/OM_FourthQuarterKMTMeeting
November 18, 2026

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