

#### Republic of the Philippines

## Department of Education

#### REGION I SCHOOLS DIVISION OF VIGAN CITY

## Office of the Schools Division Superintendent

September 2, 2025

### OFFICE MEMORANDUM

No.\_\_\_\_\_, s. 2025

To:

Assistant Schools Division Superintendent

Division Chiefs Section/Unit Heads All SDO-Proper Personnel

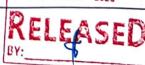
# DAILY MONITORING ON THE COMPLIANCE OF THE QUALITY WORKPLACE STANDARD HANDBOOK (QuaWSH) OF SDO VIGAN CITY

- 1. The Schools Division Office of Vigan City is dedicated to fostering a quality workplace environment for all employees in line with the DepEd Order No. 9, s. 2021, re: Institutionalization of a Quality Management System (QMS) in DepEd.
- 2. With this commitment, the Quality Workplace Standard Handbook (QuaWSH) has been developed to provide employees with a comprehensive guide for maintaining a positive and productive work in the office.
- 3. To institutionalize and for strict compliance on the guidelines and policies regarding workplace standards in the SDO, the Quality Workplace Team (QWT) shall conduct a daily monitoring audit in the workplace.
- 4. Immediate dissemination with this memorandum is directed.

VILMA D. EDA, CESO V Schools Division Superintendent

DEPED VIGAN CITY

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