



Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
DIVISION OF CAVITE
Trece Martires City



November 18, 2016


DIVISION MEMORANDUM

No. 0148 s. 2016

To: Assistant Schools Division Superintendents
Division Chiefs and Unit Heads
SDO Online Document Channel Implementers

AUDITING OF ONLINE DOCUMENT CHANNEL (ODC) 2016

1. With reference to ISO 9001:2015 certification compliance of DepEd Cavite this year, please be informed that the Online Document Channel (ODC) 2016 will undergo auditing on November 24, 2016.
2. Relative to this, all ODC Implementers are advised to update the ODC spreadsheet and ensure the completeness of their respective cells starting November 21 – 23, 2016.
3. Non-compliance will have an impact on the Individual Performance Commitment Rating (IPCR) of the concerned ODC Implementer and personnel/unit.
4. Widest dissemination and strict compliance of this Memorandum is highly desired.


ELPIDIA B. BERGADO, Ed.D.
Chief, Curriculum Implementation Division
CHERRYLOU D. DE MESA
OIC, Schools Division Superintendent