



Republic of the Philippines  
**Department of Education**  
REGION IV-A

**SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

February 23, 2021

**DIVISION MEMORANDUM**

NO. 062, s. 2021

To: OIC, Assistant Schools Division Superintendents  
Chief, Curriculum and Implementation Division  
Chief, School Governance and Operation Division  
All Concerned

**DEPED CAVITE INTERNAL QUALITY AUDIT SCHEDULE**

1. In accordance with the scheduled Internal Quality Audit, the Internal Quality Audit Committee, will conduct an internal audit on following schedule:

UNIT	DATE	ASSIGNED IQA AUDITOR	ASSIGNED DDC AUDITOR
Top Management with QMR	Thursday, March 11, 2021	Rey Ann Avilla Royce Aure Dulce Tampoc	Somaira A. Nolasco
Accounting	Wednesday, March 10, 2021	Kristine Salamatin Margie Lyn Antazo Maureen Cruzada	Kevin Herik A. Avilla
Budget	Friday, March 05, 2021	Kristine Salamatin Margie Lyn Antazo	Jerick M. Javier
Administrative	Thursday, March 11, 2021	Emily Quintos Diana Topacio	Royce A. Aure
Cashier	Wednesday, March 10, 2021	Dulce Tampoc Catherine Alberto	Roel L. Penus
HRM	Thursday, March 11, 2021	Reniel Patrick Tejidor Diana Topacio	Al Jerald V. Leyson
Records	Thursday, March 11, 2021	Catherine Alberto Julius Bryan Herrera	Cherry Ann V. Sinsay
Supply	Thursday, March 11, 2021	Daniel Carpina Rey Ann Avilla Julie Ann Vertudez	Jay P. Fulvadora
ICT	Wednesday, March 10, 2021	Ronalyn Salazar Julius Bryan Herrera	Shanen N. Ramos
Legal	Thursday, March 11, 2021	Reniel Patrick Tejidor	Ermelinda V. Pegenia



 Cavite Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite  
 (046) 419-0014, 419-1286, 412-0349, 419-1739, 412-0849  
 [www.depedcavite.com.ph](http://www.depedcavite.com.ph)  
 [deped.cavite@deped.gov.ph](mailto:deped.cavite@deped.gov.ph)

"Serbisyong Pang-Edukasyong Tapat at Sapat para sa Batang KABITENYO"




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		Maria Belen Mojica	
OSDS	Wednesday, March 03, 2021	Neil Ivan Lontoc Maria Belen Mojica	Jay P. Dayrit
CID Main	Wednesday, March 10, 2021	Royce Aure Daniel Carpina Kristine Dela Rosa Ronald Kevin Del Rosario	Lian Jazzel T. Velasco
ALS	Wednesday, March 10, 2021	Kristine Dela Rosa Ronald Kevin Del Rosario	Sarah Lyn P. Marcaida
LR	Friday, March 5, 2021	Kristine Dela Rosa Ronald Kevin Del Rosario	Jay P. Dayrit
Dental	Monday, March 08, 2021	Rey Guansing Maribeth Rieta	Mika A. Costelo
HRD	Thursday, March 04, 2021	Gina Dulce Aileen Hazel Tuvera	Carlo C. Melo
Planning	Wednesday, March 03, 2021	Ofelia Arvisu Demi Jo Francisco	May Ann M. Ilagan
Research	Wednesday, March 03, 2021	Ofelia Arvisu Demi Jo Francisco	Al Jerald V. Leyson
DRRM	Thursday, March 11, 2021	Mary Ann Ilagan Emerlinda Pegenia	Mika A. Costelo
Medical	Wednesday, March 10, 2021	Maribeth Rieta Neil Ivan Lontoc	Cherrie Ann V. Sinsay
SocMob	Tuesday, March 09, 2021	Gregoria Atas Aileen Hazel Tuvera	Erica A. Ersando
Facilities	Monday, March 01, 2021	Julie Anne Vertudez May Ann Joy Romanes	Leonila L. Custodio
M&E	Monday, March 08, 2021	Rey Guansing Maribeth Rieta Maureen Cruzada	Sarah Lyn P. Marcaida
YFD	Tuesday, March 09, 2021	Mercelita Salazar Rowena Ana Ramos	Roel L. Penus
Private School	Monday, March 01, 2021	Mercelita Salazar Rowena Ana Ramos	Leonila L. Custodio
IQA	Friday, March 12, 2021	Ofelia Arvisu	Royce R. Aure
DDC	Friday, March 5, 2021	Gina Dulce	Cherrie Ann V. Sinsay



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