



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Intramuros, Manila



QUALITY MANAGEMENT SYSTEM (QMS) QUARTERLY REPORT

OFFICE: OVERSEAS WORKERS WELFARE ADMINISTRATION

REPORT FOR: 1st Quarter 2nd Quarter 3rd Quarter 4th Quarter

Improvements/Initiatives in CY 2022			
QMS Activity	Actions Taken	Timeline	Status (Implemented; Not Yet Implemented; Ongoing)/Reasons
Writing Exercise for the Crafting of the Quality Management System (QMS) Manuals of OWWA for ISO 9001:2015 Certification	Preparatory activities/CSW for the TOR, selection of venue, negotiations with trainer, and drafting of the Program Design	March to June 2022	Preparatory Activities is On-going QMS Manual writing is scheduled on 8 to 10 June 2022
2023 Budget Proposal for the 3-year appropriation of an ISO 9001:2015 Certification to include 5 Surveillance and 1 Recertification Audits	Prepared and presented the 2023 Budget	February 2022	Implemented the budgetary presentation at the Division/Unit level for budget consideration by OWWA for submission and inclusion to the GAA of 2023
Internal Auditors Training		September 2022	Not yet implemented. For Discussion with the QMS Management Review Team
Orientation of the OWWA QMS Manual		November to December 2022	Not yet implemented. Dependent on the Approval of the QMS Manual by the QMS Management Review Team

Prepared by:


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Approved by:


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