



Republic of the Philippines
DEPARTMENT OF MIGRANT WORKERS AFFAIRS
OVERSEAS WORKERS WELFARE ADMINISTRATION
 OWWA Center, 7th Street corner F.B. Harrison Street, Pasay City

QUALITY MANAGEMENT SYSTEM (QMS) QUARTERLY REPORT

REPORT FOR : 1st Qtr 2nd Qtr 3rd Qtr ✓ 4th Qtr

Improvement/Initiatives in CY 2023			
QMS ACTIVITY	Action to be Taken	Timeline	Status (Implemented; Not Implemented; On-Going/ Reasons
Preparatory Activities for QMS Audit by a Certifying Body	Review of Core and Support Processes		Implemented
	Inventory of Core and Support Processes for Recertification		4 Core Processes 12 Support Processes Quality Manual Approved/Signed by the Administrator
	Procurement of Services for ISO 9001:2015 (QMS) Certifying Body	March to September 2023	Implemented. Certifying International Philippines, Inc. and OWWA forged a Contract Agreement for ISO 9001: 2015 Certification
QMS Stage 1 and Stage 2 Audits	Preparation of Manuals and Documentary Requirements	November to December 2023	Implemented an Internal Quality Audit involving the Core, Support and Mandatory on 24 to 29 November 2023. Completed Stage 1 Audit by the Certifying Body on December 6 and 7, 2023 with Audit findings released on 18 December 2023. Results of which contain NO Findings of Non-Conformity but Potential Non-Conformity and Room for Improvement for

			ISO Clauses which have to be complied prior to Stage 2 AUDIT
			Waiting from the Certifying International Philippines the schedule for the Stage 2 Audit

Prepared by:

Recommending Approval:

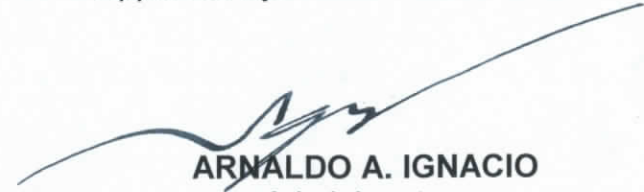
Approved by:



MA. CYNTHIA DM ERUM
 Chief-Records Management Division
 and Head-QMS Document Controller



EMMA V. SINCLAIR
 Deputy Administrator
 Administration and Fund Management



ARNALDO A. IGNACIO
 Administrator

JAN 09 2024