



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

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; On-going)/Reasons
Review of Current Processes and personnel to be involved at QMS as part of the ISO 9001:2015 Certification (Stage 1 and 2 requirements as reiterated by DBM/AO25)	Review of Current Processes	15 August to 30 October 2022	Completed – Review of Manuals enrolled to the ISO 9001:2015 with GAP Assessment Report completed on 23 September 2022 Not Yet Implemented – Internal Quality Auditors have to be identified and oriented on the ISO 9001:2015
	Procurement of Services of a QMS expert	30 October 2022	On-Going – awaiting for the approval of the 2023 QMS budget for the completion of contract agreement
	Inventory of personnel involved with QMS enrolled processes	30 October 2022	Inventory completed at the Central Office- Internal Audit training withhold due to the movement of process owners (augmentation, deployment and promotion)
Procurement of an accredited QMS Certifying Body	Preparation of TOR and Approval of the Hiring of a 3 rd Party Auditor	01 September to 30 November 2022	Bidding process is completed the lone bidder is not accredited by the Bureau of Philippine Standards of DTI. For rebidding

Prepared by:


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Chief-Records and Management Division
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JAN 09 2023

Approved by:


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Administrator