



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

ANNEX B



STATUS/PROGRESS REPORT ON QMS
as of 3rd Quarter, 2018



Office/Agency: DOLE – National Capital Region (NCR) Date Accomplished: October 15, 2018

I. STATUS

Accomplishments	Remarks
<ul style="list-style-type: none">Conducted Meeting for all Document Control Custodians for the migration to an e-DCC system as QMS Portal and Access to QMS Manuals last July 11, 2018 at 4/F DOLE-NCR Conference Room.Conducted Coaching and Mentoring in preparation for Certification International Philippines Audit on July 16-20, 2018 at the 4/F DOLE-NCR Conference Room last July 13, 2018Conduct of External Audit by Certification International Philippines last July 16-18, 2018.DOLE-NCR was officially certified under ISO 9001:2015 on August 13, 2018.Reconstituted the Planning Unit to include Internal Audit and QMS under its core function.	<p>A copy of the Certified True Copy of the Certificate was sent to DOLE-FMS last September 25, 2018.</p>

On-Going Activities	Remarks
<ul style="list-style-type: none">Process monitoring in all offices, divisions and unitsVerification of effectiveness of Corrective Actions implemented for minor NCs found during Internal Quality AuditProposed training for new IQAs and ISO focal per office.	

II. ALLOTTED BUDGET FOR THE PROJECT

- a. ISO 9001:2015 Re-assessment, Audit and Certification – P135,000.00

III. NEXT STEPS / TARGET TIMELINES

Activities	Target Date of Completion	Remarks
Continuous process monitoring in all offices, divisions and units	Every month until scheduled Internal Quality Audit on January 2019.	
Conduct of training for new Internal Quality Auditors (IQAs) and ISO focal per office	October or November 2018 (Tentative)	

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15 October 2018