



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

MEMORANDUM

FOR : Heads of All QMS Covered Processes

SUBJECT : 5S in the Workplace Webinar

DATE : 17 February 2020

As part of the Department's Quality Management System implementation towards ISO 9001:2015 process improvements, may we invite one (1) representative from your office to attend the two-part webinar entitled "5S in the Workplace: Organizing for Greater Public-Sector Productivity" at the Office of the Prosecutor General Conference Room, DOJ Compound on 20 and 21 February 2020 from 10:00AM onwards.

The said webinar is a broadcast replay to be streamed by the Development Academy of the Philippines (DAP). Participants are advised to come to the venue 15 minutes ahead time as it will start at exactly 10:00AM.

Kindly confirm your attendance with Mr. Nap. Angelo M. Manguiat of the Management Division at telephone no. 5218344 on or before 18 February 2020.

For information and guidance.

MARIA LUISA DV. OLITOQUIT
QMS, Quality Management Representative
Director, Planning and Management Service

Mr. SPT