



# VISAYAS

STATE UNIVERSITY



**NATIONAL ABACA RESEARCH CENTER**  
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## QUALITY RECORDS MATRIX

Department/Unit: National Abaca Research Center

Record Year: 2022

Update as of: March 2022

#	MOTHER PROCEDURE	FORM NO.	RECORD TITLE	LOCATION	ORIGINATOR	ACTIVE	INACTIVE
1.	PM-OOP-01	FM-OOP-05	Communication To: College Deans/Dept. Heads, Research Coordinator Concerned RE: Curriculum Vitae for Faculty Research as required for Institutional Accreditation on Feb. 28, 2022 deadline & submission	Shelves # 1, Datafiler #01 (2022)	VSU	1 Year	N/A
2.	PM-OOP-01	FM-OOP-05	Communication To: Flora Mia Y. Duatin RE: Class Roster SY 2021-2022 2 <sup>nd</sup> sem	Shelves # 1, Datafiler #01 (2022)	VSU	1 Year	N/A
3.	PM-OOP-01	FM-OOP-01	Memorandum Circular #30 To: All Concerned RE: Call for Nomination for the VSU Awards 98 <sup>th</sup> VSU Founding Anniversary will be celebrated April 23 – May 6, 2022 w/ a theme: "Moving Forward Amidst Disruption"	Shelves # 1, Datafiler #01 (2022)	VSU	1 Year	N/A
4.	PM-OOP-01	FM-OOP-01	Memorandum Circular #264 To: Designation as OIC Head, Dept. of Plant Breeding & Genetics effective immediately until December 31, 2022	Shelves # 1, Datafiler #01 (2022)	VSU	1 Year	N/A
5.	PM-OOP-01	FM-OOP-01	Memorandum Circular #24 To: All Concerned RE: Updated Working Committees for the 98 <sup>th</sup> VSU Anniversary April 23- May 6, 2022	Shelves # 1, Datafiler #01 (2022)	VSU	1 Year	N/A
6.	PM-OOP-01	FM-OOP-01	Memorandum Circular #288 To: All Concerned RE: Designation as Training	Shelves # 1, Datafiler #01 (2022)	VSU	1 Year	N/A

**Vision:** A globally competitive university for science, technology, and environmental conservation.  
**Mission:** Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.