



23 March 2022

**Ms. Pamela B. Oraño**

Office of the Director for Quality Assurance  
Visayas State University

Dear **Ms. Oraño**,

Returning herewith the following controlled copy of the documents which I received in the Department of Meteorology that are already obsolete:

Title of the Document	Process Owner	Document Reference No.	Version	Date of Implementation
1. Quality Procedure: Recruitment, Selection & Placement for Administrative Staff	Office of the Director for Human Resource Management (ODHRM)	PM-HRM-02	01	June 21, 2021
2. Quality Procedure: Recruitment and Placement for Faculty Members	Office of the Director for Human Resource Management (ODHRM)	PM-HRM-01	01	June 21, 2021
3. Quality Procedure: Application for Publication Incentive/Award	Office of the Vice-President for Research, Extension, and Innovation (OVPREI)	PM-REI-03	01	August 06, 2021
4. Quality Procedure: Monitoring and Evaluation of Research, Extension, and Innovation Projects	Office of the Vice-President for Research, Extension, and Innovation (OVPREI)	PM-REI-04	01	August 09, 2021
5. Quality Procedure: Availing of Research, Extension, and Innovation Services	Office of the Vice-President for Research, Extension, and Innovation (OVPREI)	PM-REI-05	01	August 09, 2021
6. Quality Procedure: Risk Assessment	Office of the Vice-President for Planning, Resource Generation & Auxiliary Services (OVPPRGAS)	PM-VPR-02	01	October 02, 2020
7. Quality Procedure: Objective, Target & Program Setting	Office of the Vice-President for Planning, Resource Generation & Auxiliary Services (OVPPRGAS)	PM-VPR-03	02	October 02, 2020
8. Guideline: Risk Assessment	Office of the Vice-President for Planning, Resource Generation & Auxiliary Services (OVPPRGAS)	GL-VPR-01	01	October 2, 2020

Very truly yours,

**LORNA B. ABAMO**

dDRC, Department of Meteorology

Noted by:

**CHARLIE S. ANDAN**

Head, Department of Meteorology