



VISAYAS
STATE UNIVERSITY

**OFFICE OF THE
PRESIDENT**



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MEMORANDUM NO. 570
Series of 2024

TO: Ms. Pamela P. Oraño

RE: Designation as Lead Internal Quality Auditor

FROM: DR. PROSE IVY. G YEPES
University President

DATE: June 26, 2024

By virtue of the authority vested in me by the VSU Board of Regents and as recommended by the Quality Management Officer, you are hereby designated as Lead Internal Quality Auditor effective July 1, 2024 until December 31, 2024 or unless sooner revoked or terminated by higher authorities.

As such, you are to exercise the following functions:

1. Lead in the planning, preparation, and conduct/implementation of an effective and efficient internal quality audit within the audit scope;
2. Oversee the collection and analysis of the relevant and sufficient audit evidence to determine audit findings;
3. Take the lead role in checking, validating and verifying the root-cause and corrective action; and
4. Integrate and prepare quality audit report and submit to ISO Top Management Committee for review of appropriate corrective actions.

Moreover, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

OFFICE OF THE PRESIDENT

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