



25 January 2021

MEMORANDUM NO. 50
Series of 2021

T O: ALL MIS staff of VSU

**Mr. Norman O. Villas
Mr. Stephen James M. Chavez
Mr. Jeffrey Gallego
Mr. David Vantongelen
Mr. Joebert Delantar
Mr. Argil Nayre
Mr. Lyndon Bacasno
Mr. Jhonne Maaghop
Mr. Noli Vega**

**R E: Provision of technical support during the uploading of VSU-QMS Documents
and the ISO First Surveillance Audit on February 4-5, 2021**

In relation to the preparation for and implementation of the ISO First Surveillance Audit (FSA) on February 4-5, you are all directed to be on stand-by as technical support during the uploading of documents to the VSU-QMS Portal and the actual surveillance audit. Mr. Norman Villas shall take charge in the deployment of the MIS staff to the different offices/departments/units to assist the dDRCs in the uploading of documents.

For your guidance.


EDGARDO E. TULIN
President