



15 November 2022

**MEMORANDUM CIRCULAR NO. 132**  
Series of 2022

**T O: All Auditees (VPs, Dean, Directors, Heads of Offices)**

**R E: Postponement of Training-Workshop on Root Cause Analysis**

The **"Training-Workshop on Root Cause Analysis"** scheduled this **November 16, 2022 (Wednesday)** will be moved to **November 17, 2022 (Thursday)** at **08:30 AM to 5:00PM @ CCE Building (1<sup>st</sup> Floor)**. All Unit Heads with nonconformities (NCs) incurred during the 3<sup>rd</sup> IQA that is/are still **OPEN** and those with NCs documented this 4<sup>th</sup> IQA are **required** to attend the training-workshop.

Please be guided accordingly and thank you for always supporting the continual improvement of our Quality Management System.

  
**EDGARDO E. TULIN**  
President