



VISAYAS
STATE UNIVERSITY

OFFICE OF THE
PRESIDENT



Management
System
ISO 9001:2015
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MEMORANDUM NO. 79
Series of 2025

TO:

Dr. Rotacio S. Gravoso	- VP for Academic Affairs	1/20/25
Dr. Moises Neil V. Serio	- VP for Administration & Finance and Risk Manager	1/20/25
Dr. Santiago T. Peña Jr.	- VP for Research, Extension and Innovation	1/20/25
Dr. Glenn G. Pajares	- VP for Planning and Development	1/20/25
Dr. Aleli A. Villocino	- VP for Students Affairs & Services and Quality Management Officer	1/17/25
Dr. Joel Rey U. Acob	- Director for Quality Assurance Center and Assistant Quality Management Officer	1/20/25
Ms. Pamela P. Oraño	- Lead Internal Quality Auditor	
Ms. Charmagne Faith F. Capuno	- Customer Feedback Officer	
Ms. Susana B. Miñoza	- University Document & Records Controller (UDRC)	

RE: Designation as ISO Top Management Committee

FROM: DR. PROSE IVY G YEPES
University President

DATE: January 7, 2025

By virtue of the authority vested in me by the VSU Board of regents and as per recommendation by the Director for QA, you are hereby designated as members of the ISO 9001 Top Management Committee with the undersigned as Chairperson effective immediately until December 31, 2025. As such you are to ensure the effective planning, implementation, monitoring and continual improvement of the VSU Quality Management System (QMS) to conform to the ISO 9001:2015 standards. The committee will exercise the following functions:

1. Ensures that the QMS is effectively planned, implemented and monitored, and that appropriate corrective actions are carried out, if necessary, by all personnel in all units and offices of VSU.
2. Ensures that the responsibilities of key ISO personnel are properly defined, delegated, communicated and understood within the organization, and that these personnel are given authority to function accordingly.
3. Ensures that the VSU QMS policy and objectives are updated accordingly and disseminated to all personnel and staff.
4. Reviews policies, guidelines and procedures relevant to the QMS.
5. Ensures that all required resources needed to run the QMS are available.

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

Please be guided accordingly.

cc: QA

OFFICE OF THE PRESIDENT

2/F Administration Building, Visayas State University
PQWW+RJM, Baybay City, Leyte, Philippines 6521
Email: op@vsu.edu.ph | Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1000



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