

Copy for Kecards Div.

Office of the President

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15 March 2019

MEMORANDUM NO. 151

Series of 2019

T O: Mr. Menardo C. Magdadaro, Jr.

R E: Designation as ISO Assistant Quality Assurance Director (AQAD)

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated ISO Deputy Quality Assurance Director in addition to your duties and responsibilities as Assistant Director of the Quality Assurance Center. As such, you are to ensure that all functions of the Quality Assurance Director (QAD) are performed and all required outputs related to ISO 9001:2015 certification are delivered in her absence. You are also to assist the QAD in coordinating the planning, preparation, implementation/monitoring and conduct of management review for ISO related activities.

Please be guided accordingly.

EDGARDO E.

President