



20 August 2019

MEMORANDUM NO. 317
Series of 2019

**T O: All College Deans/Department Heads/Research Center/Institute Directors/
Laboratory In-Charge**

**R E: Orientation-Workshop on Lab Equipment and Instrument Calibration and
Maintenance**

To comply with the ISO requirement of Monitoring and Measuring Resources (Clause 7.1.5), you are requested to allow your laboratory in-charge to attend an **Orientation-Workshop on Laboratory Equipment and Instrument Calibration and Maintenance on Thursday, August 22, 2019, 1:00 PM at Quality Assurance Center (QAC)**. This is a very critical requirement for ISO to ensure that the data/results we generate and utilize as an international research university are valid and reliable. Non-compliance to this requirement is a possible ground for major nonconformity (NC) to standard.

All participating laboratory in-charge are requested to bring the following:

1. Checklist of equipment of respective laboratories, and
2. Laptop

Anticipating your preferential action.

EDGARDO E. TULIN

♂ President

cc: Dr. Remberto A. Patindol
Dr. Beatriz S. Belonias
Dr. Othello B. Capuno
Engr. Marlon G. Burlas
Mr. Medardo C. Magdadaro, Jr.

Records

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Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.