



29 August 2022

MEMORANDUM CIRCULAR NO. 90-A
Series of 2022

T O: All Faculty and Staff (Main Campus)


R E: Revised Schedule of ISO 9001:2015 Awareness and Re-Awareness Seminar

Please be informed that there are changes in the schedule of the ISO 9001:2015 Awareness and Re-awareness Seminar due to conflict in schedule of important events that the VSU President has to attend to during the seminar dates. Instead of whole day, the face-to-face seminar will be held in the afternoon of August 30 and 31 only. It will still be held at the RDE Hall, but the grouping of the attendees is changed as follows:

| Schedule/Time | Offices/Units |
|--|--|
| August 30, 2022, 2:00 P.M. – 5:00 P.M. | a. Colleges, Academic departments and offices/units under OVPA b. All units/offices under OP, OVPRGEA, OVPSAS |
| August 31, 2022, 2:00 P.M. – 5:00 P.M. | c. All units/offices under OVPAF d. All units/offices under OVPREI |

The University President will be the resource person of this seminar. Unit Heads are required to check the attendance of your respective personnel and submit a copy of the attendance sheet to the Office of the Director for Quality Assurance (ODQA) for proper documentation.

Please be guided accordingly and thank you for your commitment and continued support for the continual improvement of our QMS.


EDGARDO E. TULIN
President