



Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES

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February 10, 2020

MEMORANDUM

OSDS-UM-02-10-20/

ORIENTATION ON CONDUCT OF ISO INTERNAL AUDIT

To: Ma. Luisa T. Dela Rosa, ASDS
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Eya S. Tolentino, AO V, Steering Committee (OSDS)
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Rey R. Primo Jr.
Jiyumusha H. Pantl

1. This office will conduct orientation on Internal ISO Audit for the Internal Audit Team on February 11, 2020, 1:00 o'clock in the afternoon at SDO Conference Hall A.
2. The activity aims to achieve the following Course Objectives:
 - To interpret the requirements of the ISO 9001:2015 Standard in the content of an audit
 - Understand the concept of an audit and its purpose as a management tool.
 - Describe the roles and responsibilities of auditors and lead auditors
 - Plan and conduct an audit (in accordance with ISO 19011)



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