



UNIVERSITY OF SANTO TOMAS
OFFICE OF THE SECRETARY-GENERAL

UST:SO06-00-ME01

A.Y. 2024-2025

TO : HEADS OF EXECUTIVE AND CENTRAL OFFICES

FROM : OFFICE OF THE SECRETARY-GENERAL

RE : SUBMISSION OF CIRCULARS AND MEMORANDA
TO OPQM

DATE : 19 August 2024

As discussed during the Management Review Meeting held on 15 March 2024, the University transitions from ISO 9001:2015 to the ISO 21001:2018 or the Educational Organization Management System (EOMS).

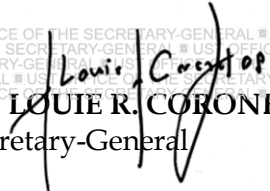
Said transition entails:

- a) preparation of the University's documented evidence;
- b) information and assessment on the application of PDCA approach on quality assurance of the various policies, programs, and projects that impact the EOMS; and
- c) preparation for the usual trend analysis and coverage period for Institutional Assessment.

Relevant to the aforementioned, all concerned units are directed to:

- a) furnish the Office of Planning and Quality Management copies of circulars and memoranda effective AY 2024-2025, and
- b) submit previously issued circulars and memoranda in the last five (5) academic years through this [link](#) not later than 30 September 2024.

Thank you.


FR. LOUIE R. CORONEL, OP
Secretary-General

