



Republic of the Philippines

## Tourism Infrastructure & Enterprise Zone Authority

### MEMORANDUM

**FOR** : The Quality Management Representative

**FROM** : Internal Quality Audit Chair

**SUBJECT** : Internal Quality Audit (IQA) Observers

**DATE** : 4 October 2021

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As a result of the concluded QMS training and part of our preparations for the upcoming Internal Quality Audit (IQA) on October 11-14 and 18, the following employees are recommended to be observers during the actual IQA:

1. Paul E. Tavera
2. Mericris C. Tonio
3. Onilyn M. Molino
4. Ma. Krystina C. Polintan
5. Raphael Kirk R. Dulay
6. Marilou J. Quiambao
7. Monette Campos
8. Ciara Mae Benedicto

These identified employees got remarkable scores in the IQA Exams. Being observers will amplify and strengthen their learnings during the training, and they are highly considered to form part of the Auditors pool for next year's IQA.

Thank you.

**Atty. MARIA TERESA C. ALVAREZ**



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**OFFICE ORDER NO. \_\_\_\_\_**

The following employees are directed to attend the Internal Quality Audit on October 11-14 and 18, 2021 as observers via MS Teams:

1. Paul E. Tavera
2. Mericris C. Tonio
3. Onilyn M. Molino
4. Ma. Krystina C. Polintan
5. Raphael Kirk R. Dulay
6. Marilou J. Quiambao
7. Monette Campos
8. Ciara Mae Benedicto

They shall be excused from their respective offices during the audit.

**MARK T. LAPID**  
Chief Operating Officer