

	DEPARTMENT OF SCIENCE AND TECHNOLOGY DOST Regional Office No. IX	DOCUMENT CODE	QM-DOST IX 05-03
	QUALITY MANUAL	REVISION NUMBER	10
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SECTION	LEADERSHIP AND COMMITMENT	EFFECTIVITY DATE	03 January 2023
SUBJECT	QUALITY POLICY		


Top Management has established a Quality Policy that reflects the values of employees of the DOST Regional Office No. IX. This Quality Policy will be reviewed regularly for relevance and effectiveness.

The DOST-IX Quality Policy is stated as follows:

"We are committed to make a significant difference in Region IX by:

- providing quality and relevant STI services to the public, private and civil societies
- developing local STI capability to achieve technological competitiveness;
- spearheading, developing, and sustaining scientific and technological innovations;
- promoting public and private sector partnerships in STI activities according to all applicable regulatory and statutory requirements and the needs and expectation of the customers and other interested party;
- empowering the poor, vulnerable, and conflict-stricken communities through appropriate STI interventions;
- embracing and sustaining an effective service continuity management *practices* to ensure internal and external customer satisfaction;
- improving the effectiveness and efficiency of the working environment and the work processes of our operations in order to enhance internal and external customer satisfaction;
- identifying, evaluating, addressing, and monitoring potential risks and opportunities that may affect the implementation of our QMS; and
- implementing health and safety protocols against CoVid-19 pandemic."

Prepared by:	Approved by:
	
Quality Management Representative	Regional Director



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To ensure that the Quality Policy is understood, implemented, and maintained in all levels of the organization, the approved policy is posted at strategic locations and is made available to all interested parties. The same is also communicated and promoted among employees through training, meetings, and other means deemed appropriate.

The Top Management ensures that the Quality Policy is reviewed during the Management Review meetings to determine its appropriateness to the needs of the customers and the organization. The revision process is carried out in accordance with the established control of documented information procedure.

REFERENCES:

- PM-QMS 03-01 Management Review
- Minutes of Meeting

Prepared by:  Quality Management Representative	Approved by:  Regional Director
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