

	DEPARTMENT OF SCIENCE AND TECHNOLOGY <b>DOST Regional Office No. IX</b>	DOCUMENT CODE	<b>QM-DOST IX 07-03</b>
	<b>QUALITY MANUAL</b>	REVISION NUMBER	<b>1</b>
		PAGE NUMBER	<b>1 of 1</b>
SECTION	SUPPORT	EFFECTIVITY DATE	<b>01 July 2023</b>
SUBJECT	<b>AWARENESS</b>		

The Top Management ensures that DOST IX personnel are aware of the quality policy, relevant quality objectives, their contribution to the effectiveness of the quality management system, including the benefits of improved performance, and the implications of not conforming with the quality management requirements.

To ensure that the Quality Policy and relevant quality objectives are understood, implemented and maintained in all levels of the organization, the approved policy and objectives are posted at strategic locations and are made available to all interested parties. These are also communicated and promoted among employees through training, meetings, and memoranda, among others.

Prepared by:  Quality Management Representative	Approved by:  Regional Director
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