



# MACRO VISION CONSULTANCY

## TRAINING & CONSULTANCY

**COMPANY** : ROMBLON STATE UNIVERSITY  
 Manuel L. Quezon St., Liwanag Odiongan, Romblon

**TO** : DR. ARNULFO F. DE LUNA  
 University President  
 ENGR. BILSHAN F. SERVAÑEZ / ENGR. REYNALDO PEREZ-RAMOS, PHD,  
 ISO Facilitator

**STANDARD** : ISO 9001:2015

**SUBJECT** : Notice of consultant's visit

**Revision: July 6, 2019**

DATE	TIME	ACTIVITIES	THE CLIENT IS REQUIRED TO PREPARE THE FOLLOWING:	Remarks
July 22-23, 2019	9AM-5PM	Documentation assessment / Risk Assessment Documents and records checking	<ul style="list-style-type: none"> <li>◇ Registration of Procedures (DRRF)</li> <li>◇ Risk Assessment Registry</li> <li>◇ Opportunities Action Plan</li> <li>◇ SWOT</li> <li>◇ Needs and Expectations of Interested Parties</li> <li>◇ Quality Objectives</li> <li>◇ Internal audit records</li> </ul>	No. of Consultants : 2  Arrival: July 21, 2019 Sunday, 3:00PM via Cebu Pacific  Back Manila: Departure July 24, 3PM via Cebu Pacific
July 24, 2019 Halfday only	8AM-11AM			

- Please send the approved notice of visit to Macro Vision Consultancy. Cancellation shall be done at least three (3) days before the scheduled visit otherwise; our assigned consultant/s will be in your office at the stated date. Likewise, in case of cancellation this shall be documented & approved by the management.

Confirmed by:

Date:

Approved schedule shall be sent to:

\_\_\_\_\_  
 Print Name & Signature

Fax number: (02) 8685237

Email Address:

[admin@mvconsultancy.info](mailto:admin@mvconsultancy.info) or

macro\_viz@yahoo.com