



Audit plan

Version	16 Nov 2020		
Ref. no.	50500315		
Company name	Subic Bay Metropolitan Authority		
Site(s)	50500315		
Audit standard(s)	ISO 9001:2015	2. Surveillance Audit	Administration of Facilities and Locators of Subic Bay Metropolitan Authority.
Audit team	Edgardo Peria (Team leader) Roy Bahala (Co-Auditor #1) Gunnar Abelido (Co-Auditor #2)		
Audit language	English		
Audit date	2020 Nov, 18 - 2020 Nov, 18		
Audit criteria	- Requirements of the above mentioned standard(s) - Relevant statutory, regulatory and contractual requirements for the management system - Process documentation of the management system developed by the client - DQS Audit and certification regulations		

Audit objective(s)

- X Changes to the certified client and its management system
- X Verification continuous management system implementation
- X Review of effectiveness of measures arising from the previous audit (if applicable)
- X Confirmation of fulfillment of certification requirements
- X Enquiries on aspects of certification (Complaints)
- X Review of any client's statements with respect to its certified operations (e.g. promotional material, website, use of DQS logos and marks, use of the certificate)
- X Customer specific requirements

DQS Billing Statement for the Conduct of Surveillance Audit



DQS CERTIFICATION PHIL'S. INC.
 4th Floor, Unit B Rajah Sulayman 108 Benavidez St.,
 San Lorenzo Makati City Philippines
 Tel. No.: +632 7501-5617
 EMAIL: accounting@dqs-phils.org
 VAT Reg. TIN: 007-259-095-00000


BILLING STATEMENT

Invoice No.	0002294
DATE:	November 19, 2020
CONFIRMATION NO.:	SA2-11-20-611
REFERENCE NO.:	50500315

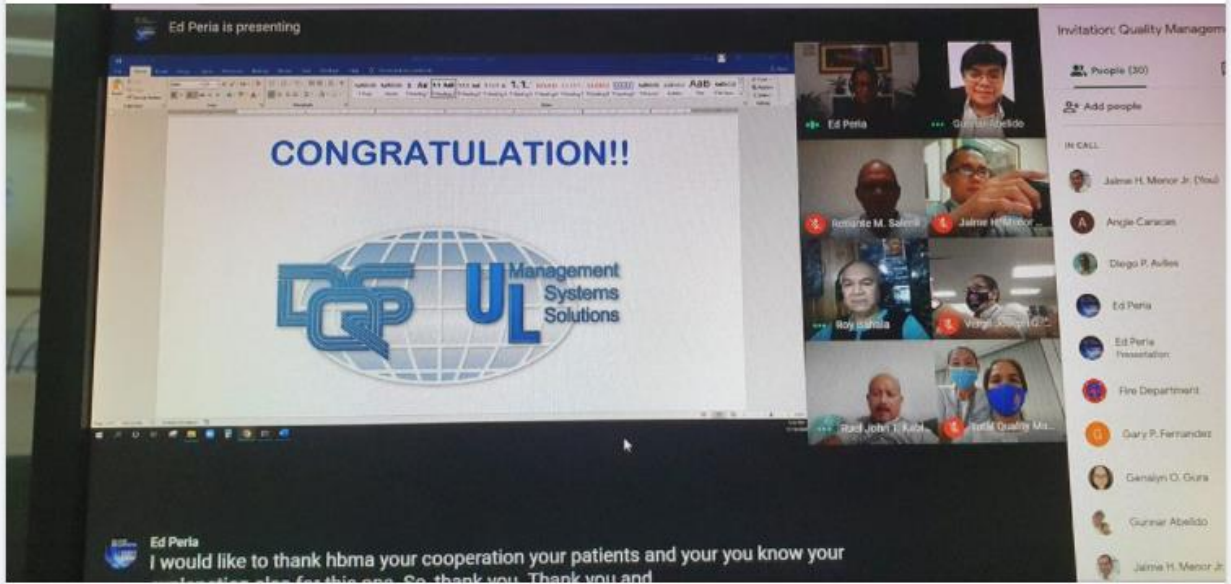
BILL TO: Subic Bay Metropolitan Authority
ADDRESS: Bldg. 229, Waterfront Road, Subic Bay, Freeport Zone 2222, Philippines
BUSINESS/STYLE NAME: _____
TIN: 002-456-464-000

DESCRIPTIONS	Date	Quantity	Currency	Amount
ISO 9001:2015				
Surveillance Audit 2	Nov. 18, 2020		PHP	
System Evaluation	Flat Rate		PHP	
Annual Certification Fee	Flat Rate		PHP	

Congratulatory Remarks during online Audit conducted by the 3rd Party Auditor (DQS Philippines)

 **Mendoza and 7 others at Sbma Admin Bldg 229.**
November 18 · Olongapo · 🌐

Congratulation! SBMA ISO 9001:2015 Certification Maintained



Request for Attestation Letter

Request for Attestation Letter >



Jaime H. Menor Jr. <jhmenor@sbma.com>

to gesell.martinez, jenny.romero, mariel.lunar, customer.service, Romeo, Total, Ruel, Rolando

Mon, Dec 28, 7:31 PM (13 hours ago) ☆

Dear Sir/Madam,

In line with the Government Quality Management Committee Advisory No. 2020-0, We would like to request for QMS Certification.

Hoping for immediate response on this matter.

Thank you, Keep safe and Happy Holidays.

Sincerely,

Jaime H. Menor Jr.
Public Servant
Office Services Department-Auxiliary Services Division
Subic Bay Metropolitan Authority
1st Floor RM108 Bldg 229 Waterfront Road Subic Bay Freeport Zone
Tel. No. 0472524188

from: **Jaime H. Menor Jr.** <jhmenor@sbma.com>
to: gesell.martinez@dqs-phils.org,
jenny.romero@dqs-phils.org,
mariel.lunar@dqs-phils.org,
customer.service@dqs-phils.org
cc: Romeo Zamora <romeo.zamora@dqs-phils.org>,
Total Quality Management Office <tqm@sbma.com>,
"Ruel John T. Kabigting" <rtkabigting@sbma.com>,
"Rolando A. Paloma Jr." <rapaloma@sbma.com>
date: Dec 28, 2020, 7:31 PM
subject: Request for Attestation Letter
mailed-by: sbma.com

“Think before you print: a simple tip, but easily overlooked”



List of Participants

Company name	<u>SUBIC BAY METROPOLITAN AUTHORITY</u>
Ref. No.	<u>50500315</u>
Date	<u>NOVEMBER 18, 2020</u>

Name, Title	Position	Opening meeting	Closing meeting
KAREN MAGNO	BID - MF'G MANAGER	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BEATRIX ANAGARAN	GBID - OIC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
JAIME M. MENOR JR	TQM - OIC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ARIEL NAPALAN	UTILITIES - OIC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CLEOFE ESPINELI	BID - ICT DIV CHIEF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
VIVIAN ABALOS	HRMD - DIV CHIEF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
GENALYN O. GURA	IAS - DIV CHIEF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MICHAEL PHILI LAZARO	SEAPORT - DIV CHIEF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOLITA C. BONDOC	TQM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
GRACE E. ENCINA	TQM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ANA E. ANCHETA	TQM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
RENANTE SALENIL	PDO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
JOEMANDO DE VERA	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
RYAN VISTAN	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
EDGAR LAYCO	HRMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NOMER P. ALVEZ	MIS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MARK ANTHONY VIDA	OSD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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JOEMANDO DE VERA	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
RYAN VISTAN	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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DANALYN LUBANG	PHSD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
EDGAR LAYCO	HRMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
YOLANDO DIMEN	PWTSG	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
JACKY BARNAYHA	OSD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LINA SARMIENTO	FPBD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MARISOL T. MANDADERO	PDO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MELVIN BACTAD	HRMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ANGIE CARACAS	IAS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DIEGO AVILES	SEAPORT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ELIZABETH DIMALANTA	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CARMELITA GUIAO	PHSD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DIEGO AVILES	SEAPORT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SHAUN RAMOS	SEAPORT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
EMILY ABUAN	FPBD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
JEYAH VILLARAMA	PPMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
JONAH GIL MANGLICMOT	IIO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MA. CARMELITA G. MOVILLA	IIO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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MELISSA AGUSTIN	LADD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PAOLA MARIE ROSETE	OFFICE OF THE DA FOR AVIATION & MAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MICHAEL G. TIU	PHSD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
RUBEN VELORIA	MPD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
REYNALDO CASIMERO	UTILITIES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
TERESA VIDAL	ACCOUNTING	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MAE MANGLICMOT	HRMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
RIA DIZON	HRMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
FLORICEL DE VERA	PPMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NISCELYN NAPALAN	PPMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
HELEN CASTILLONES	ECOLOGY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ANGELA CARBALLOI	MTD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
RAMILYN TAGABE	ENGINEERING	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ELIZABETH DIMALANTA	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SHERYL MAE SANTIAGO	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
IRENE CAMBE	PPMD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
EUNICE LAXAMANA	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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EDRALIN BESMONTE	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
AMABELLE SACLAO	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CRISTINA DE DIOS	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CLARISSE AILA NILO	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ANTHONY FABABIER	BID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SDA FOR REGULATORY	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SDA FOR AVIATION & MARITIME	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SEAPORT DEPARTMENT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
FIRE DEPARTMENT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LW ENFORCEMENT DEPT.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PPMD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MVRO	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BID ICT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MTD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CMT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ACCREDITATION OFFICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
WORFORCE DEVT DIV - LABOR	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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