



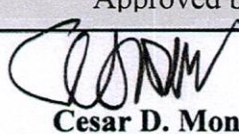
## QUALITY MANUAL

### SECTION 3 : TERMS AND DEFINITIONS

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For the purposes of TPB's ISO 9001:2015, the terms and definitions given in ISO 9000:2015 apply. Throughout the text of this Quality Manual, the acronyms used by TPB in this Quality Manual and other manuals/documents are defined for the common understanding of all concerned.

TERM/ACRONYM	DEFINITION
TPB	Tourism Promotions Board
DOT	Department of Tourism
OO	Overseas Offices
RO	Regional Offices
COO	Chief Operating Officer, TPB's Top Management
ODCOO	Office of the Deputy Chief Operating Officer
DM	Department Manager
OIC DM	Officer-in-Charge Department Manager
DC	Division Chief
OIC DC	Officer-in-Charge Division Chief
PO	Project Officer
QMR	Quality Management Representative
M.I.C.E.	Meetings, Incentive Travel, Conventions and Exhibitions
MARCOMM	Marketing Communications
MANCOM	Management Committee
CMRRC	Corporate Management and Risk Review Committee

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