



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

OPPORTUNITY REGISTRY
Effective as of: January 30, 2023

No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
1.	<p>Declared Process External Linkages (for Invitation and Notice of Meetings)</p> <p>Opportunity Statement In place focal person for specific concerns</p> <p>Benefits Continuity and familiarity of focal person with the particular program/projects</p>	5	4	20	Office Memo c/o PPRD	Focal Person	Year-round



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	1 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
2.	<p>Declared Process Policy Implementation (for Request and Indorsements)</p> <p>Opportunity Statement Collaborative effort is evident</p> <p>Benefits</p> <ul style="list-style-type: none"> - Collective ideas - Prevent occurrence of possible issues 	4	4	16	Citizen charter FAQs on website	FD Chiefs	Year-round
3.	<p>Declared Process Policy Implementation (Contextualized Implementation of Policy)</p> <p>Opportunity Statement</p>	4	4	16	DPR/PIR/Committee Meeting/MR Outputs	ORD	Every quarter



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	2 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT (include benefit once opportunity is encountered)	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN (may refer to other planning documents)	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	Supportive Top Management Benefits - High Organizational success indicator						
4.	Declared Process Policy Review Opportunity Statement Opportunities for continuous improvement of policy Benefits Policy Gaps are addressed	4	4	16	RM No. 432 s. 2021	ORD	Year-round
5.	Declared Process Office and Staff Performance	4	4	16	Approved OPCRF and IPCRF	PPRD/ASD/HRDD/ORD	Bi-Annual



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	3 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	<p>Monitoring and Appraisal (For 3rd Level Position and RO FD Chiefs and Section/Unit Heads)</p> <p>Opportunity Statement Improved performance of the office</p> <p>Benefits Employees benefits and incentives</p>						
6.	<p>Declared Process Performance Monitoring and Evaluation (Management Meeting)</p> <p>Opportunity Statement Collaborative effort is evident</p>	4	5	20	Highlights of the Meeting Policy recommendation	Committee Members	Every quarter



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	4 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT (include benefit once opportunity is encountered)	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN (may refer to other planning documents)	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	Benefits Alignment of policy direction						
7.	Declared Process: Legal Management Opportunity Statement: Partnership linkages to stakeholders such as NGOs, civic or religious organizations in Sites Titling and Donations (MOA/MOU/DODA) Benefits: Involvement of partners/stakeholders in DepEd's mission and vision	4	3	12	Effective communication and partnership through execution of MOAs/MOUs/DODA	Office of the Regional Director, Legal Unit, ESSD	Every application for School Sites Titling/Every Donation of School Sites
8.	Declared process Information Management and Dissemination Opportunity Statement	4	4	16	Create a social media calendar specifying the schedule of the content that will be published	PAU	April 2023



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	5 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	Strengthen social media presence provides another communication platform for dissemination Benefit Stakeholder reach and awareness increases due to accessibility and activeness of social media platforms				Assign newly appointed ADAS to create graphics through Canva		
9.	Declared process Materials Production Opportunity Statement Knowledgeable and competent staff that can assist and support other personnel in processes Benefit Due to new staff, current PAU personnel can easily train and	4	3	12	Regular sessions in providing technical assistance and guidance by AO V and PDO II to newly hired to improve delivery of services to clients	PAU	Year-round



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	6 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	assist new hires or detailed in the processes and equipment being used in PAU's process						
10.	<p>Declared Process Monitoring of Citizen/Client Satisfaction Survey</p> <p>Opportunity Statement Distribution of the hard copies of the Client/Citizen Satisfaction Survey Form</p> <p>Benefit Increase the number of gathered feedback especially from walk-in clients which will help in computing the Client Satisfaction Score of the Region</p>	3	4	12	<p>Part of Continuous Improvement Plan of Team E of DepEd CALABARZON's CPROCIA</p> <p>Draft Office Memorandum reiterating use of feedback Mechanism</p>	PAU	<p>January 2023 to November 2023</p> <p>April 2023</p>



No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
11.	<p>Declared process Media Relations</p> <p>Opportunity Statement Strengthen relationship with media through conduct of regular broadcast programs and release of newsletters</p> <p>Benefit Regular conduct or release of information through official platforms will increase relevance and presence of CALABARZON.</p>	3	3	9	<p>Sustain DepEd 4A For You production</p> <p>Increase social media presence</p> <p>Conduct press conferences</p> <p>Update guidelines in submission of articles</p>	PAU	March to December 2023
12.	<p>Declared Process Management of ICT Solution</p>	3	4	12	Undergo training	ICT Unit/ HRDD	January to December 2023



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	8 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	Opportunity Statement Competent, knowledgeable and skilled personnel (TESDA National Competency for Computer Hardware Servicing, Visual Graphic and design						
13.	Declared Process Design and Development of ICT Solutions Opportunity Statement a) Presence of developed, outsourced, and adopted system Benefit Presence of OS and office application,	2	3	6	Refinement of program for additional features	ICT Unit, developer	January to December 2023



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	9 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT (include benefit once opportunity is encountered)	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN (may refer to other planning documents)	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	designing and other tools						
14.	<p>Declared Process Management of Technology Infrastructure</p> <p>Opportunity Statement</p> <ul style="list-style-type: none"> a) Presence of Data Firewall appliance b) Established wired and wireless network that can access both local and wide area. c) Presence of Network layout and design d) Presence of Server Room <p>Benefit Presence of In-house server</p>	3	4	12	Install and configure network firewall, Purchase a Virtual Private Network (VPN) for more secure network / online transactions Secure Server room	ICT Unit	January to December 2023



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	10 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
15.	<p>Declared Process User Support/Help Desk</p> <p>Opportunity Statement a) Presence of equipment</p> <p>Benefit Improve skills of personnel</p>	3	4	12	Undergo training & gain knowledge to provide better ICT support/ services	ICT Unit	January to December 2023
16.	<p>Declared Process Management of ICT Solution</p> <p>Opportunity Statement a) Provide 100mbps and 10 mbps internet connection</p> <p>Benefit Presence of two ISP</p>	3	5	15	Apply for additional ISP, Coordinate for partners / stakeholders	ICT Unit, Service Provider	January to December 2023



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone Nos.: 02-8682-5773/8684-4914
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	11 of 15

No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
17.	<p>Declared Process ICT Human Resources</p> <p>Opportunity Statement a) Career Opportunity</p> <p>Benefit Privilege to go abroad for international training</p>	1	4	4	Undergo series of trainings related but not limited to ICT	ICT Unit, HRDD	January to December 2023
18.	<p>Declared Process Design and Development of ICT Solutions</p> <p>Opportunity Statement a) Team Collaboration with other developer b) Recognition</p> <p>Benefit</p>	3	3	9	Refinement of program for additional features/improvement	ICT Unit, External partners	January to December 2023




No	DECLARED PROCESS & OPPORTUNITY STATEMENT (include benefit once opportunity is encountered)	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN (may refer to other planning documents)	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	Benchmarking by other region and other line agency						
19.	<p>Declared Process Management of Technology Infrastructure</p> <p>Opportunity Statement a) New technologies b) Skills and experience of personnel</p> <p>Benefit Client-oriented technology</p>	3	3	9	Upgrade & Replace old techs with a more reliable one	ICT Unit	January to December 2023
20.	<p>Declared Process Management of ICT Solution</p> <p>Opportunity Statement a) Provide better ICT services</p>	3	3	9	Undergo relevant training	ICT Unit	January to December 2023




No	DECLARED PROCESS & OPPORTUNITY STATEMENT <i>(include benefit once opportunity is encountered)</i>	LIKELIHOOD	IMPACT	OPPORTUNITY RATING	OPPORTUNITY PURSUIT ACTION PLAN <i>(may refer to other planning documents)</i>	PERSON/OFFICE RESPONSIBLE	TARGET DATE
	and communication Benefit Provide smooth processing of employees work assignment.						
21.	Declared Process User Support/Help Desk Opportunity Statement a) Provide better ICT Services b) Recognition c) Promote quality, accountable and transparency. Benefit Promote agency project and program align with regional strategic plan.	4	4	16	Undergo online training & gain knowledge to provide better ICT services	ICT Unit	January to December 2023



Prepared by:


CHERRYLOU D. REPIA
Assistant Regional Director

Approved by:


ATTY. ALBERTO T. ESCOBARTE
Regional Director



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph

Doc. Ref. Code	PAWIM-F-005	Rev	00
Effectivity	09.20.21	Page	15 of 15