



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

**SWOT MATRIX**

Effective as of: May 18, 2023

	<b>STRENGTHS</b>	<b>WEAKNESS</b>
Internal	<ol style="list-style-type: none"><li>1. Submission of Updated Report on the Physical count of Property, Plant, and Equipment (RPCPPE), Report on the Physical Count of Semi-Expendable Property (RPCSP), and Physical Count of Inventory</li><li>2. Utilization of Asset Management System</li><li>3. Utilization of Cash Transaction Monitoring System/Tool (formulated excel file)</li><li>4. Well implemented vehicle maintenance plan</li><li>5. Defined recruitment, selection, and placement process</li><li>6. Online submission of employees' profile for payroll updates/integration</li><li>7. Easy access to documents thru TEADOCs/TEAHUB</li><li>8. Digitization/Scanning of Documents with permanent value</li></ol>	<ol style="list-style-type: none"><li>1. Limited storage facilities</li><li>2. Late submission of reports to Accounting</li><li>3. Overlapping schedule in the use of vehicle</li><li>4. Inadequate skills of utility worker in electrical, plumbin, carpentry</li><li>5. Lengthy time to fill vacancies</li><li>6. Internet downtime</li><li>7. Delay in commencement of procurement activities</li></ol>
	<b>OPPORTUNITIES</b>	<b>THREATS</b>
External	<ol style="list-style-type: none"><li>1. Enhancement of Asset Management System</li><li>2. Equal employment opportunity</li><li>3. Reconciled data with the field offices, DBM, Philhealth and Pag-IBIG</li></ol>	<ol style="list-style-type: none"><li>1. Transfer of equipment without proper coordination</li><li>2. Shortage of MDS Checks</li><li>3. Employee movements (e.g. resignation/retirement/promotion/transfer)</li><li>4. Cybersecurity threat</li><li>5. Incomplete and with discrepancies CAV requirements</li></ol>



**Address:** Gate 2, Karangalan Village, Cainta, Rizal  
**Telephone No.:** 02-8682-2114  
**Email Address:** region4a@deped.gov.ph  
**Website:** depedcalabarzon.ph

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Prepared by:

  
**ANN GERALYN T. PELIAS**  
Chief Administrative Officer

Approved by:

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director



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