



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

**RISK & OPPORTUNITY MONITORING & REVIEW FORM**

Bureau/Service/Functional Division/School: Policy, Planning and Research Division  
 Date of Monitoring: **March 27, 2024**

DECLARED PROCESS & RISK DESCRIPTION/ OPPORTUNITY STATEMENT (from the Risk Registry and Opportunity Registry)	RISK/ OPPORTUNITY RATING		RISK/ OPPORTUNITY STATUS (put a checkmark)			EXPLANATION (Reason for the Risk/ Opportunity Status)	RECOMMENDATION OF THE RMT
	Before (beginning of quarter) (from the Risk/ opportunity Registry)	After (actual Risk Rating at the end of quarter)	Increased	Reduced	Recurring		
<p><b>RISK</b></p> <p><u>Declared Processes:</u>            All processes</p> <p><u>Risk Description:</u>            Unattended or delayed response to email/ communications            Unattended activities/ meetings</p>	12	9		/		No The functional PPRD Monthly tasking was sustained to track upcoming activities and notify concerned personnel, and the Records Section and/or the ORD were proactively notified about the advance communications received.	Continue the Treatment



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

Doc. Ref. Code	PAWIM-F-006	Rev	00
Effectivity	09.20.21	Page	1 of 6





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

DECLARED PROCESS & RISK DESCRIPTION / OPPORTUNITY STATEMENT <small>(from the Risk Registry and Opportunity Registry)</small>	RISK / OPPORTUNITY RATING		RISK / OPPORTUNITY STATUS <small>(put a checkmark)</small>			EXPLANATION <small>(Reason for the Risk / Opportunity Status)</small>	RECOMMENDATION OF THE RMT
	Before <small>(beginning of quarter) (from the Risk / opportunity Registry)</small>	After <small>(actual Risk Rating at the end of quarter)</small>	Increased	Reduced	Recurring		
<p><b>Declared Processes:</b>            All processes can be affected. Attainment of quality, efficient and timely delivery of outputs can be compromised.</p> <p><b>Risk Description:</b>            Overlapping and simultaneous conduct of activities</p> <p><b>Declared Processes:</b>            Data Dissemination (Data Request), Operational Planning, Management Information System</p> <p><b>Risk Description:</b>            Simultaneous requests from various clientele</p>	16	12	/	/		<p>The Regional Calendar of Activities was strictly and documentarily managed, through the enforcement of ACF (Activity Change Form) mechanism.</p>	<p><i>Continue the Treatment</i></p>
	12	9	/	/		<p>A functional and timely database and mechanisms were maintained to efficiently attend to client needs.</p>	<p><i>on time no problem</i></p>



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

Doc. Ref. Code	PAWIM-F-006	Rev	00
Effectivity	09.20.21	Page	2 of 6





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

DECLARED PROCESS & RISK DESCRIPTION / OPPORTUNITY STATEMENT (from the Risk Registry and Opportunity Registry)	RISK / OPPORTUNITY RATING		RISK / OPPORTUNITY STATUS (put a checkmark)			EXPLANATION (Reason for the Risk/ Opportunity Status)	RECOMMENDATION OF THE RMT
	Before (beginning of quarter) (from the Risk / opportunity Registry)	After (actual Risk Rating at the end of quarter)	Increased	Reduced	Recurring		
<p><u>Declared Processes:</u>            All processes can be affected. Attainment of quality, efficient and timely delivery of outputs can be compromised.</p> <p><u>Risk Description:</u>            Limited DepEd Google Drive storage that paralyzes the usual operations</p> <p><b>OPPORTUNITY</b></p> <p><u>Declared Process:</u>            All Processes</p> <p><u>Opportunity Statement:</u>            Technically competent and adaptive personnel</p>	10	10			/	Treatment plan is yet to be implemented	conduct the treatment based on schedule.
	12	12			/	Pursuit Action Plan is yet to be implemented.	conduct the treatment based on schedule.



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

Doc. Ref. Code	PAWIM-F-006	Rev	00
Effectivity	09.20.21	Page	3 of 6



Certificate No. PHP QMS  
 22 93 0085



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

DECLARED PROCESS & RISK DESCRIPTION / OPPORTUNITY STATEMENT (from the Risk Registry and Opportunity Registry)	RISK / OPPORTUNITY RATING		RISK / OPPORTUNITY STATUS (put a checkmark)			EXPLANATION (Reason for the Risk / Opportunity Status)	RECOMMENDATION OF THE RMT
	Before (beginning of quarter) (from the Risk / opportunity Registry)	After (actual Risk rating at the end of quarter)	Increased	Reduced	Recurring		
<p><i>Declared Process:</i> All Processes</p> <p><i>Opportunity Statement:</i> Established effective and efficient mechanisms and Information Systems and Information Systems</p> <p>Established policy-driven processes /</p> <p><i>Declared Process:</i> All Processes</p> <p><i>Opportunity Statement:</i> Strong coordination with RO Functional Divisions, CO and SDO counterparts, and partner Regional Line Agencies</p>	12	12			/	Pursuit Action Plan is yet to be implemented.	Implement the action plan based on schedule.
<p><i>Opportunity Statement:</i> Strong coordination with RO Functional Divisions, CO and SDO counterparts, and partner Regional Line Agencies</p>	9	6		/		Quarterly interfaces with SDO Counterparts and partner Regional Line Agencies were conducted in 1 <sup>st</sup> Quarter	



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

Doc. Ref. Code	PAWMAF-006	Rev	00
Effectivity	09.20.21	Page	4 of 6





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

DECLARED PROCESS & RISK DESCRIPTION/ OPPORTUNITY STATEMENT (from the Risk Registry and Opportunity Registry)	RISK/ OPPORTUNITY RATING		RISK/ OPPORTUNITY STATUS (put a checkmark)			EXPLANATION (Reason for the Risk/ Opportunity Status)	RECOMMENDATION OF THE RMT
	Before (beginning of quarter) (from the Risk/ opportunity Registry)	After (actual Risk Rating at the end of quarter)	Increased	Reduced	Recurring		
<u>Declared Process:</u> All Processes  <u>Opportunity Statement:</u> Additional and upgraded ICT Equipment  <u>Declared Process:</u> All Processes  <u>Opportunity Statement:</u> Availability of modern software to improve the delivery of services  <u>Declared Process:</u> All Processes  <u>Opportunity Statement:</u>	12	12			/	Pursuit Action Plan is yet to be implemented.	Implement the plan based on schedule.
	12	12			/	Pursuit Action Plan is yet to be implemented.	Implement the plan based on schedule
	12	12			/	Pursuit Action Plan is yet to be implemented.	Implement the plan based on schedule



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

Doc. Ref. Code	PAWINM-F-006	Rev	00
Effectivity	09.20.21	Page	5 of 6



Certificate No. PFP QMS  
 22 93 0085



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

DECLARED PROCESS & RISK DESCRIPTION/ OPPORTUNITY STATEMENT <small>(from the Risk Registry and Opportunity Registry)</small>	RISK/ OPPORTUNITY RATING		RISK/ OPPORTUNITY STATUS <small>(put a checkmark)</small>			EXPLANATION <small>(Reason for the Risk/ Opportunity Status)</small>	RECOMMENDATION OF THE RMT
	Before <small>(beginning of quarter from the Risk/ opportunity Registry)</small>	After <small>(actual Risk Rating at the end of quarter)</small>	Increased	Reduced	Recurring		
Additional staff to augment existing workforce  <u>Declared Process:</u> All Processes  <u>Opportunity Statement:</u> Specialized/ Technical trainings to improve efficiency and productivity	12	12				Pursuit Action Plan is yet to be implemented.	Implement the plan based on schedule.

Monitored by:

**ADRIAN A. BULLO**  
 PO III, PPRD, RMT Member

Reviewed by:

**EDDARDA M. ZAPANTA**  
 Chief, ESSD, RMT Lead

Acknowledged by:

**ELINO S. GARCIA**  
 Chief, PPRD, Process Holder



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

Doc. Ref. Code	PAWIM-F-006	Rev	00
Effectivity	09.20.21	Page	6 of 6

