



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

UNNUMBERED MEMORANDUM

TO: OIC- Assistant Schools Division Superintendent, Chief CID/SGOD, Heads of Offices/Sections/Units, this Office

FROM: **ELIAS A. ALICAYA, JR.**
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

SUBJECT: **Third Quarter Risk Monitoring of Offices/Sections/Units**

DATE : **September 22, 2020**

As per Risk Management Committee Objective Target Plan, the Third Quarterly Risk Monitoring of Offices/Sections/Units is scheduled this week (September 21-25, 2020). All Section/Office/Unit Heads are requested to monitor their respective risks and submit the Risk Monitoring Tool c/o of the following RMC Committee on or before September 25, 2020:

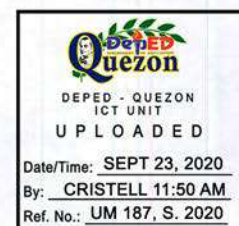
Risk Monitoring Tool of	Submit to
ISO Related Committee	Danica May V. Jaranilla, ADAS II
SDO Offices	Maria Dolores D. Atienza, AO V
CID	Fernando T. Seno, EPS
SGOD	Ronjemmele Rivera, Librarian

Furthermore, the Risk Management Committee will have a meeting via Google Meet on October 2, 2020, (Friday), 9:00 o'clock in the morning regarding this matter.

Immediate dissemination of this Memorandum is highly expected

qmsmcts09/22/2020

DEPEDQUEZON-TM-SDS-04-010-003



"Creating Possibilities, Inspiring Innovations"

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RISK MONITORING TOOL FOR OFFICE'S/UNIT'S/SECTION'S IDENTIFIED RISKS

DIVISION: _____

OFFICE/SECTION/UNIT: _____

TOTAL NUMBER OF IDENTIFIED RISKS : _____

Paper-information

LIST OF IDENTIFIED RISKS OF OFFICES/SECTIONS/UNITS (Please write all the Identified Risks)	Initiatives (Preventive measures or action of the Offices/Units/Sections)	Compliance to Initiative YES/NO	Occurred? YES/NO If yes, write the date/s reasons	Is the problem documented? YES/N/A	Documented information available for the risks that occurred (Kindly list down and attached hereto the MOVs of Office's/Section's/Unit's Action/s
1.					
2.					
3.					
TOTAL NUMBER OF RISK THAT OCCURED					
PERCENTAGE OF RISK THAT OCCURED					

Prepared by: _____
Office/Section/Unit Personnel

Monitored by: _____
Office/Section/Unit Head

DEPEDQUEZON-QMC-RMC-04-002-005



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