



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

February 21, 2024

OFFICE MEMORANDUM
 FD-2024 110

**UPDATES ON THE CONDUCT OF THE REORIENTATION-WORKSHOP
 ON THE RISK MANAGEMENT PROCESS**

To: Director III
 Functional Division Chiefs
 Supervising Administrative Officers and Unit and Section Heads
 Risk Management Team
 All Others Concerned

- In reference to Office Memorandum No. 91, s. 2024, this Office announces the resetting of the Reorientation-workshop on the Risk Management Process from February 22-23, 2024 to March 4, 2024.
- The participants in this activity are listed below.




Participants/Office	No. of Participants
Top Management	2
Office of the Regional Director	2
Functional Division Chiefs	8
Supervising Administrative Officers	2
Section and Unit Heads	15
Education Program Supervisors (FTAD, HRDD, PPRD, & QAD)	4
Risk Management Team members	2
Total	35

- Other provisions of the aforementioned Memorandum remain in force.
- Expenses incurred for the meals such as one lunch and two snacks and venue rental shall be charged against Local Funds, subject to the existing accounting and auditing rules and regulations.
- Immediate dissemination of this Memorandum is desired.


EVELYN R. FETALVERO CESO IV
 Regional Director *ca*

FD-AFS

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 DEPARTMENT OF EDUCATION
 RECORDS SECTION, REGIONAL OFFICE NO. VI
RELEASED
 110
 By: *[Signature]* Date: *2/22/24*

REORIENTATION-WORKSHOP ON THE RISK MANAGEMENT PROCESS

RELC-NEAP, Training Hall 4
March 4, 2024

Time	Activity/Topic/Resource Person
8:30 – 9:00 a.m.	<p>Opening Program</p> <p><i>National Anthem</i> <i>Prayer</i> <i>DepEd Region VIII Hymn</i> <i>Quality Policy</i></p> <p><i>Acknowledgment of Participants</i> ARD Ronelo Al K. Firmo CESO IV</p> <p><i>Statement of Purpose</i> Dr. Rita R. Dimakiling</p> <p><i>Message</i> RD Evelyn R. Fetalvero CESO IV</p>
9:00 – 10:00 a.m.	<p>Process Identification Identification of Strengths, Weaknesses, Opportunities, and Threats (per process)</p> <p>Dr. Harvie D. Villamor</p>
10:00 – 12:00 p.m.	<p>Crafting the Risk Registry and Opportunity Registry</p> <p>Mr. Cesar P. Verunque</p>
1:00 – 2:00 p.m.	<p>Risk and Opportunity Monitoring and Review</p> <p>Ms. Alma E. Suyom</p>
2:00 – 3:00 p.m.	<p>Risk and Opportunity Monitoring Checklist</p> <p>Dr. Gertrudes C. Mabutin</p>
3:00 – 4:00 p.m.	<p>Timelines and Ways Forward</p> <p>Ms. Mercedes D. Sarmiento</p>
4:00 – 5:00 p.m.	<p>Open Forum Closing Program</p>

Prepared by

GERTRUDES C. MABUTIN EdD
RMT, Deputy

Noted:

ALMA F. SUYOM
RMT, Chair



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