	ROVIE	Docum	ontation / Fr	orms Generation Report	Document T		rocedure Instructio		ects /Impacts	PRPs <others></others>	_		STATUS OF COMPLIANCE	
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500	SULTANC' AD	DRESS	Odiongan, Romblon			CONSULTANTS	Eric Vinlu	TEL. NO./S	FAX NEL/S	e-mail address	% of Accomplishm Status updated as			Io. of Pending Docs.
No.	Document N	o. Res	ponsible Dept.	Documen	nt / Form Title		ſ	Date of coaching / initial drafting	Checking of Reviewed Docs & Coaching of DRRF & List of Record	Final Documentation Checking	Registration	Document Distribution	Status	CONSULTANT
				DOCUMEN		2								
				CONTROL OF DOCU	MENTED INFOR	RMATION								
				ISO F4										
				MANAGEMENT	REVIEW PROCE	DURE								
				CORRECTIVE A	CTION PROCED	URE								
				INTERNAL A	JDIT PROCEDU	RE		25-Jan-19	7-Mar-19				Checked the presented procedure and coached its finalization	Rico
				RISK AND OPPOR	TUNITIES PROC	EDURE								
				CONTROL OF NONCONFO	RMING OUTPL	JT PROCEDURE								
				CUSTOMER SATISFACT	ION CONTROL	PROCEDURE								
				HANDLING CUSTOMER		PROCEDURE								
				Admission, Accreditat	ion and Facult	y Evaluation								
				ADMISSION AND RE	GISTRATION PR	OCEDURE		7-Mar-19					Coached the preparation of the procedu	ire Eric
				ACCREDITAT	ION PROCEDU	RE		7-Mar-19					Coached the preparation of the procedu	ire Eric
				FACULTY EVALU	JATION PROCE	DURE		7-Mar-19					Coached the preparation of the procedu	ire Eric
				REG	SISTRAR									
				HANDLING OF	STUDENT RECO	ORDS		March 7, 2019					Checked the presented procedure and coached its finalization	RICO
				ACADEMIC AFFAIR	S (Delivery Ins	truction)								
				DEVELOPMENT OF	PROGRAMS PR	OCEDURE		7-Mar-19					Checked the presented procedure and coached its finalization	l Eric
				DESIGN AND DEVELOPMENT PRC	OF CURRICULU	JM AND SYLLABU	S	7-Mar-19					Checked the presented procedure and coached its finalization	l Eric
				PROMOTION OF PROGR		S PROCEDURE		7-Mar-19					Checked the presented procedure and coached its finalization	l Eric
				CLASSROOM MAN	AGEMENT PRO	CEDURE		7-Mar-19					Checked the presented procedure and coached its finalization	l Eric
				ASSESSMENT OF S	TUDENTS PRO	CEDURE		7-Mar-19					Checked the presented procedure and coached its finalization	l Eric
				RETENTION OF STUDE	NTS CONTROL	PROCEDURE		7-Mar-19					Checked the presented procedure and coached its finalization	l Eric
				STUDENT EVALUATION F	OR GRADUATIC	ON PROCEDURE		7-Mar-19					Checked the presented procedure and coached its finalization	l Eric
				GRADUATION OF STUDENTS PRC	AND CONFERN	MENT OF DEGREES	s	7-Mar-19					Checked the presented procedure and coached its finalization	l Eric
				IMPLEMENTATIO	N OF OJT PROC	EDURE								
				IMPLEMENTATION O	F FIELD TRIPS P	ROCEDURE								
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No.	Document No		sponsible Dept.		ıt / Form Title	CONSULTANTS	Eric Vinlua	an iate of coaching / initial drafting	Direcking of Reviewed Docs & Coaching of DRRF & List of Record	, Final Documentation Checking	Status updated as Registration	Document Distrib	3/8/2019 uten	Status	CONSULTANT
				GUIDELINE AND STANDARD FOR	MASTER'S THES	SIS AND DISSERTA		7-Mar-19	Loaching of LIKK: & List of Record		-			Checked the presented procedure and	Eric
														coached its finalization	
				STRATEG	IC PLANNING										
				SHORT TE	RM PLANNING										
					BAC										
				BAC CONTR	OL PROCEDURE	E	1	March 8, 2019						Coached the preparation of the procedure	RICO
				S	UPPLY										
				SUPPY MANAGEMEN				March 7, 2019						Coached the preparation of the procedure	1
				PROCURMENT C				March 7, 2019						Coached the preparation of the procedure	RICO
					CEDURE			March 7, 2019 March 8, 2019						Coached the preparation of the procedure Coached the preparation of the procedure	
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				HUMAN RESOURCE MANA				8-Mar-19						Coached the preparation of the procedure	Eric
				Р	RAISE			8-Mar-19						Coached the preparation of the procedure	Eric
				COMPETENCE, TRAINING & A	WARENESS CON	NTROL PROCEDUR	RE	7-Mar-19						Coached the preparation of the procedure	Eric
				CONTROL OF POSITION DESCRIP PRC	TION AND TABL CEDURE	LE OF ORGANIZAT	TION	8-Mar-19						Coached the preparation of the procedure	Eric
				В	JDGET										
				BUDGET MANAGEME	NT CONTROL PI	ROCEDURE									
				C/	SHIER										<u> </u>
				CASHIERING CO	NTROL PROCED	DURE	1	March 7, 2019	ļ					Checked the presented procedure and coached its finalization	RICO
				FINANCIAL MANA										Checked the presented procedure and	
				DISBURSEMENT C				March 7, 2019						coached its finalization	RICO
								March 7, 2019						Coached the preparation of the procedure	RICO
				PREPARATION OF FINANCIAL S		IN I KUL PRUCEDUI		March 7, 2019						Coached the preparation of the procedure	KILU
				RSU INCOME GENERATING PRO		NTATION PROCEDI	URE I	March 8, 2019						Checked the presented procedure and	RICO
				ACCREDITING UNIVERSIT				March 8, 2019						coached its finalization Coached the preparation of the procedure	RICO
				STUDEN	IT SERVICES										

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		CLIENT	Rombion	State University		CONTACT PERSON	Dr. Rey Ramos (ISD Fac	litator)	rsu.plandev2016@g	No. of Pending Do		-	
9						CONTACT DETAILS		511/110 /0	m	lotal Documents	54		. Accomplished
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No.	Document	No. Resp	onsible Dept.	Documen	ıt / Form Title		Date of coaching / initia	Checking of Reviewed I Coeching of DRRF & List of		ing Registration	Document Distribution	Status	CONSULTANT
				SECURING PERMIT FOR STUDEN	IT ACTIVITIES COI	NTROL PROCEDUR	March 7, 2	019				Checked the presented procedure and coached its finalization	RICO
				ACCREDITATION OF STUDENT OF	RGANIZATION CC	INTROL PROCEDUR	E MARCH 7, 2	019				Checked the presented procedure and coached its finalization	RICO
				DELIVERY OF INSTRUCTION (IMP CONTROL	PLEMENTATION	OF OJT/ INTERSHIP) MARCH 7, 2	019				Checked the presented procedure and coached its finalization	RICO
				COUNSELING CO	ONTROL PROCED	JRE	March 8, 2	019				Checked the presented procedure and coached its finalization	RICO
				RESEARCH, EXTENSI	ION & TRAINING	OFFICE							
				RSU EXTENSION C	CONTROL PROCE	DURE	March 7, 2	019				Checked the presented procedure and coached its finalization	RICO
				RSU RESEARCH C	ONTROL PROCED	OURE	March 7, 2	019				Coached the preparation of the procedure	RICO
				RSU TRAINING CO	ONTROL PROCED	URE	March 7, 2	019				Coached the preparation of the procedure	RICO
				AU	XILIARY								
				MAINTENANCE OF UNIVERS	ITY EQUIPMENT	AND PROPERTY	7-Mar-1	Э				Coached the preparation of the procedure	Eric
				GENERAL SERVICES	PROVISION PROC	CEDURE	7-Mar-1	Ð				Coached the preparation of the procedure	Eric
				PROJECT MANAG	GEMENT PROCED	URE	7-Mar-1	Ð				Coached the preparation of the procedure	Eric
				LIE	BRARY								
				LIBRARY CON	TROL PROCEDUR	E	March 8, 2	019				Checked the presented procedure and coached its finalization	RICO
				MEDICA	AL / DENTAL								
				MEDICAL CON	TROL PROCEDUF	RE	March 8, 2	019				Checked the presented procedure and coached its finalization	RICO
				DENTAL CONT	TROL PROCEDUR	E	March 8, 2	019				Coached the preparation of the procedure	RICO

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ø	Mar. 7~8, 2019	Initial Documentation Coaching/Gap Analysis	Eric Vinluan

UPDATED BY:

APPROVED BY:

CONFORMED BY:

Eric Vinluan MVC Consultant Margel Albano-Jajurie MVC President/Principal Consultant

Client Representative

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