



## GENERAL OBSERVATIONS AND OPPORTUNITIES FOR IMPROVEMENT LIST

Audit No. : 03		Audit Date: September 30, 2021	Audited Area/Department: Department of Computer Science & Technology		
Control No.	General Observations and Opportunities for Improvement	PLANNED ACTIONS			Status
		Action Items	Target Date	Responsible	
DCST-OFI-21-01	The unit fails to conduct echo seminar from faculty who have been sent to training/seminars during the pandemic.	• call for a meeting to discuss the Internal ISO Audit result.	Nov. 25, 2021	Dept. Head	- done
		• Create Google spreadsheet to keep track of trainings attended.	Dec. 1, 2021	d DRC	to create
		• conduct re-echo seminar on topics about research and computing.	Dec. 7, 2021	RP-Rmaniego J Barrera M Regis	to conduct
		• convene for reecho plans 2022	Jan. 2022	d DRC, Head	to convene

Prepared by:	Reviewed by:	Acknowledged by:
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Date: November 12, 2021	Date: November 22, 2021	Date: 11/23/21