



**VISAYAS**  
STATE UNIVERSITY

**OFFICE OF THE DIRECTOR FOR  
QUALITY ASSURANCE**

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**CORRECTIVE ACTION PLAN**

Corrective action	Reference (RFCA No.)	Activities	Resources needed	Person/ Unit responsible	Timeline to implement
1. Revisit/review the procedure on the availing of research, extension and innovation services	RFCA-21-24	<ul style="list-style-type: none"><li>Reviewed the OVPREI Procedure Manual.</li></ul>	<ul style="list-style-type: none"><li>Procedure Manual</li></ul>	<ul style="list-style-type: none"><li>Unit Head, Research and Extension Office Staff</li></ul>	January 3-31, 2022
2. On-time preparation of MOA and ensure that MOA is approved before the conduct of future trainings		<ul style="list-style-type: none"><li>Conduct Research and extension staff meeting to finalize activities for the year 2022 and prepare MOA with partners for review and finalization before the conduct of future trainings.</li></ul>	<ul style="list-style-type: none"><li>Concerned Research and extension staff, computer.</li></ul>	<ul style="list-style-type: none"><li>Unit Head, Research and Extension Office Staff</li></ul>	Within the month of January 1-February 28, 2022
3. Continue rotation of MOA (with CAO-Baybay, City) called out during the audit interview for signatures		<ul style="list-style-type: none"><li>Follow-up the MOA</li></ul>	<ul style="list-style-type: none"><li>Messenger, Extension Staff</li></ul>	<ul style="list-style-type: none"><li>Extension Staff</li></ul>	January 3-31, 2022

**Vision:**

A globally competitive university for science, technology, and environmental conservation.  
**Mission:** Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

<b>Prepared by:</b>	<b>Reviewed and Approved by:</b>
DHENBER C. LUSANTA	
Date: 1/6/2022	Date:

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