



## RE-ENTRY ACTION PLAN (REAP)

Re-Entry Action Planning is required to be submitted by faculty members/Administrative Staff to support their request to attend any training/seminar workshops/conferences/for a to ensure that the learnings from said activities shall be applied by the participants upon their return to work. A REAP will likewise promote commitment by the faculty/Staff concerned and his supervisors in addressing any problem or opportunity being identified in their workplace for improved efficiency and effectiveness.

To ensure attainment of the objectives of the REAP, department heads are expected to provide support to the faculty/Staff concerned upon their return until the re-entry plan shall have been fully implemented. In addition and after six months, he/she is required to submit the required post-training evaluation report of the effectiveness of the training and workshop attended by his/her faculty/Staff. Otherwise, any recommendation for the development of the faculty/Staff concerned shall not be acted upon by the Scholarship Committee.

<b>Name of Faculty /Admin Staff</b>	MARIA TERESA A. CRUZ
<b>Major University Function/s the Faculty is Involved in:</b>	Please check <input type="radio"/> Advanced Education Services <input type="radio"/> Higher Education Services <input type="radio"/> Research Services <input type="radio"/> Extension Services <input type="radio"/> Production Services <input checked="" type="radio"/> Administrative Support Services <input type="radio"/> Governance & Management
<b>Area/s to improve after attendance to this training/ workshop :</b>	Please check <input type="radio"/> Instruction related <input type="radio"/> Faculty development <input type="radio"/> Publication/IPR <input checked="" type="radio"/> Others: Internal audit related
<b>Title, date and venue of the Training/for a/ workshop/conferences</b>	Internal Control System Property and Supply Management (Appraisal and Disposal) AGIA June 14-16, 2023 8:00am – 5:00pm at the Hotel Kimberly, Manila
<b>Title of REAP</b>	Internal Control System Property and Supply Management (Appraisal and Disposal)
<b>Rationale: Describe the current situation (problem or opportunity) in your department/office that you need to address through your REAP</b>	No personnel in the Internal Audit Service has attended any training on Supply Management.