




GENERAL OBSERVATIONS AND OPPORTUNITIES FOR IMPROVEMENT LIST

Audit No. : 03		Audit Date: October 5, 2021	Audited Area/Department: Office of the Director, NSTP		
Control No.	General Observations and Opportunities for Improvement	PLANNED ACTIONS			Status
		Action Items	Target Date	Responsible	
NSTP-OFI-21-01	No evidence that the staff had attended University activities regarding Quality Management System implementation (3x Attendance Sheet)	a. Request from the ODQA copies of attendance sheet, pictures of meetings for dDRC, etc	December 6-10, 2021	Manolo B. Loreto Marlon Dampios	
NSTP-OFI-21-02	Needs bigger building	a. Submit a letter of request for the establishment of new NSTP building	December 15, 2021	Manolo B. Loreto	
NSTP-OFI-21-03	NAP is not submitted to ODQA	a. Finalize and submit the NAP to ODQA	December 15, 2021	Marlon Dampios	

Prepared by:	Reviewed by:	Acknowledged by:
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Date:	Date:	Date: Dec. 6, 2021