



VISAYAS
STATE UNIVERSITY

**OFFICE OF THE HEAD FOR
INTERNAL AUDIT**
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NEEDS AND EXPECTATIONS OF INTERESTED PARTIES

Year: 2022
Office/Unit: Office of the Head for Internal Audit

Interested Party	Needs	Expectations	Requirements (i.e. legal, statutory, mandatory, etc.)	Action Plan	Responsible office/persons
A. Internal					
Staff and JO	Right to safe and healthful conditions of work	Safe and healthful conditions of work	Legal, mandatory	IA-NEIP-22-01 Assessment of available work equipments, vaccinated work force	OP, ODFM, USHER
	Work days and work hours	Reduced work days and acceptable work hours	Legal, Mandatory	IA-NEIP-22-02 Increase working days to 22 days	OP, ODFM, PRPEO,
Head of Office	Increased number of staff	High percentage of multitasking	Legal, Mandatory	IA-NEIP-22-03 Request for additional manpower	OP, ODFM, NAPB
	Trainings/seminars	Attendance to trainings/seminars	Mandatory	IA-NEIP-22-04 Attendance to relevant trainings	Internal Audit
B. External					
Regulatory body	Accuracy and timeliness	Correctness and punctual	Mandatory	IA-NEIP-22-05 Maintain priority to job tasks	Internal Audit

Prepared by:	Reviewed by:	Approved by:
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Vision:
Mission:

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