



VISAYAS
STATE UNIVERSITY



**QUALITY
ASSURANCE
CENTER**

GENERAL OBSERVATIONS AND OPPORTUNITIES FOR IMPROVEMENT LIST

Audit No: 06		Audit Date: 23 September 2024	Audited Area/Department: Department of Agronomy		
Control No.	General Observations and Opportunities for Improvement	PLANNED ACTIONS			Status
		Action Items	Target Date	Responsible	
DA-OFI-24-01	The unit fails to update the posted department organizational structure and citizen's charter outside the office which is visible to the clientele	The unit has updated and edited the said organizational structure and citizen's charter. These have been presented to the faculty and staff for critiquing during the meeting conducted by the head las 11 Nov 2024 and are now ready for printing and posting.	Dec. 2024	Head, Faculty, Ddrc/AdDRC	
DA-OFI-24-02	The unit fails to indicate the functions of the academic personnel in the posted functional chart	The functions of the academic personnel and staff were revised and edited based on their PDFs. The edited functional chart with functions of the faculty and support staff has been presented to the faculty during the meeting conducted by the	Dec. 2024	Head, faculty assigned	

INTERNAL QUALITY AUDIT OFFICE

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