



OTP MONITORING FORM
Year: 2021

(1) Metric (Based on Strat Plan)	Action Plan in OTP		Issue based on SWOT		Associated Risk (refer to ROAM)		Last year Monitoring			(11)	(12)	(13)	During Monitoring			(17)	(18)
	(2) Code	(3) Description	(4) Code	(5) Description	(6) Code	(7) Description	(8) Target	(9) Accomplish ment	(10) Percent Accompli shment	(11) Target Date of Implemen tation	(12) Actual Date of Implemen tation	(13) Monitoring Date	(14) Target	(15) Accompli shment	(16) Percent Accompli shment	(17) Effectiveness of Action Plan	(18) Recommendation
	OVP SAS - OHA - APR -21- 01	Propose admission policy and online college admission test in the new normal for VSU System for AY 2021- 2022	OVP SAS- OHA- 21- W1	No approved admission policy/guidelin es/quality procedures in the new normal	OVP SAS- OHA- 21- W1	No approved admission policy/guidelin es/quality procedures in the new normal	N/A	N/A	N/A	January 2021	January 5, 2021	N/A	1	1	90%	Highly Effective	
	OVP SAS - OHA - APR -21- 02	Prepare guidelines and quality procedures of admission of undergradu ate students (Upon BOR approval of the admission proposal for AY 2021- 2022)					N/A	N/A	N/A	February 2021	February- May 14, 2021	N/A	2	2	90%	Highly Effective	
	OVP SAS - OHA - APR	Purchase ICT and safety/stora ge supplies and equipment	OVP SAS - OHA- 21- W3	Lack of ICT equipment and safety deposit/stor age for confidential documents	OVP SAS - OHA- 21- W3	Lack of ICT equipment and safety deposit/stor age for confidential documents	N/A	N/A	N/A	January 2021	June 16, 2021		3 laptops; 1 safety deposit; 2 steel cabinets	3 laptops; 1 safety deposit; 2 steel cabinets	100% (with 75% approved PR)	Effective	