



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

FOR : Assistant Chief Operating Officers  
Department Managers

FROM : The Chairperson  
Risk Management Committee

SUBJECT : Risk Management Committee Sector/Department Representatives

DATE : 16 March 2021

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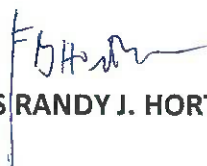
The Risk Management Committee (RMC) has been constituted, per Office Order No. 031-2021 effective 1 March 2021, and tasked *"to regularly review and update the Risk Management Plan in coordination with all Sectors / Offices which will be the framework-guide in the efficient and effective conduct of risk management in the workplace"*, among others.

In this regard, kindly identify two (2) of your technical officers &/or staff who shall serve as the Principal and Alternate Risk Management Focal Persons in your respective Sector/Department or Office. Said Focal Persons shall participate in the Risk Management Workshop tentatively scheduled in April 12-14, 2021.

To facilitate faster submission, please submit your Principal and Alternate Focal Persons to the undersigned via whatsapp or viber on or before **Thursday, 18 March 2021**. An Office Order will be issued accordingly for said Focal Persons.

Meanwhile, a 1-day Risk Management Refresher Seminar is likewise tentatively slated on 8 April 2021 for MANCOM members and Managers. We will provide all the details once finalized.

Thank you.

  
**FRANCIS RANDY J. HORTELANO**