Identify and analyse risk/opportunity affecting the intended output of the risk category
 Actions on risks include avoing risk, taking risk to pursue an opportunity, eliminating risk source, changing likelihood or consequence, sharing risk, retaining risk by informed decision RoboLFO E. ANCHETA
 Reproso
 Reproso INenta R. Medina, Althea Mariz A. Reynoso April 14, 2021 April 14, 2021 Technological April 14, 2021 April 14, 2021 April 14, 2021 April 14, 2021 April 13, 2021 Date rechnological Technological provided Internal capabilities mai capabilities Category ICT Infrastructure & Equipt. utomation process security of Records/Data Input/Trigger
(Issues/ Aspect/
Compliance Obligations/
Requirements/ Risk
Treatment) ncreased in processing time Risk Identification Availabilty of proper ICT equipment to enable WFH arrangements Maintenance of old accounting records prior to the implementation of ENGAS; all paperbased financial records Automation and Integration of Accounting Core Processes Recovery back up/retrieving plan for data stored in systems Delayed submission of Financial Reports Availability of funds to finance daily operation and meet/settle obligations Increased time in processing of claims for payment to suppliers Description of Risk/ Opportunity Limited available equipment to adapt WFH Arrangement and heavily reliant to on-site systems R/O Adoption of advanced and automation and integration of accounting core processes Manual Records can be easily damaged, lost, misplaced or stolen System failure/malfunction and data corruption Delayed submission of necessary reports/documents to monitoring government agencies Decreased source of funds from revenues and collections due to the effect of pandemic, and the remittance to DOF for the Bayamihan to Heal as One Act Submission of incomplets supporting documents Source/ Cause H Delayed recording of transactions/processing of v claims Delayed submission of reports and loss of financial, data Employees may devote more time on the analysis of transactions Loss of Financial data and inaccurate financial reference Scheduling of settlement of obligations/ additional cash lift outflow in case of court litigation Delayed in recording of transactions and generation of report; Inaccurate Financial Statements Delayed payments to suppliers Effect/ Consequence Analysis & Evaluation Limited access on the Systems/programs for employees on WFH arrangement Limited access on the Systems/programs for employees on WFH arrangement All records are kept in the FISD storage Existence of Checklist of required supporting documents ntation of Austerity Measures Situation Situation TIEZA Risk Register 2021 ω Ch 4 ω Consequence L CL w Likelihood 90 5 C 12 B Total 3 0 12 B 60 Grade FISD FISD FISD FISD/All conc department FISD/all departments FISD/MISD FISD R/O Owner n Ref Coordinate with MISD for grant of access to all vital/necessary employees; For FSD to maintain the integrity of the financial data during the access. Digitized old accounting/ paper based records and coordinate with Records System Management Committee procedures/guides to be prepared in case of automation of processes Coordinate with MISD to ensure all critical information and application is backed up Intensive monitoring of level of revenue and collection, and expenses Dissemination of concise and updated checklist for the required supporting documents for processing of claims; atherence to the required supporting documents Adherence to stipulated timeliness Action FISD FSD Accounting Division/Records Custodian FISD FISD FISD/All concerned
Departments FISDIMISD Date Updated PIC Due Accounting Process Bookkeeping and Reporting Accounting Process FISD Process FISD Process Procurement, DV and Check Preparation FISD Process Ledgers; Journal Entries; Book of Accounts Work Instruction Work Instruction Financial Reports Checklist of Supporting Documents -Consequence Likelihood C L CL Reviewed & approved by:

RODO FO E ANCHELA COLL SHAPE Manager, Financial Services Dept. N 20 Total 0 10 Retain Retain Retair Retain Further action required? If yes state action ref #, if no state "retain" Retain Effectiveness, Monitoring & Review Status Actual Action Completion Date Date approved: Result/ Date

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May 31, 2021	May 31, 2021	May 31, 2021	May 31, 2021	April 14, 2021	April 14, 20	Date
Technological	Technological	Technological	Organizational structure		April 14, 2021 Technological	Category
Automation of process	Manual System of Budget Process	ICT infrastructure & Equipt.	Additional Workforce	Fraud	Accounting Systems	Input/Trigger (Issues/ Aspect/ Compliance Obligations/ Requirements/ Risk Treatment)
Automation of Budgeting System	haccurate recording and reporting of transactions	Insufficient number of ICT equipment for R WFH arrangements	Lack of Budget Specialists/Arralysts R	Discovery of financial fraud may affect the imagify of the department and also the Aumonty.	DV System is developed by J.D. Employee: Engas is an R. customed system of developed by COA.	Ref Description of Risk/ Opportunity
BMMS	Manual submission of budget proposals     Manual recording of transactions and preparation of reports	Majority of available to CT equipment are for on-site arrangament.	- vacant position's (1 retired last March 2021 and 1 will retire this coming lamany 2022)  3 - Our only 4.0 transferred to Accounting Division because he got a reular there.	Indfference to internal control collusion	System maintenance is from dutation of the organization ( <i>D</i> ) Employee and COA); System Failure/Mailurcition	R/O Source/ Cause
- More accurate and the firmely availability of preparation of the property of the property of the firmely availability of preparation of the firmely availability of the firmely of the firmes actions and reports	- no real time reports are available, thus making erroreous making erroreous management decision management decision making roughly with other realt comply with other reports requests for updated actual Performance Reports.	Delayed recording and transconciliation of transconciliation of transconciling records that will result to delayed important or dard inaccurate Petromance Report	Work overload - resulting to employees not inclined to analyse the transactions and delayed submission of teports. Accuracy of teports energy compromised with compliance.	integrity/Reputation of the employees; additional costs to mitigate the effect of the fraudiosses	Difficulty of resolving system submare problems; may result to using of Manual Processes	Effect/ Consequence
On-going automation of the budgeing system: budget preparation (budge execution - recording and monitoring of transactions is included in the 2nd phase)     Not all departments/offices use the BMMS, majority still submit budget proposals manually.	- Nanual system of recording, monitoring and evaluating and reporting.	Majority of available ICT equipment are for on-site arrangement	- vacant positions are not filled up, not even open yet for application - lacking in budget specialists(analysts.	Valius messures have been implemented to minimize fraud such as regular review by Internal Audit of all controls and procedures	Ongoing development of DV system by MISD	Current Control / Existing Situation
3	ω	ω	ω ω	-L	<i>ය</i> ය	Consequence Likelihood
12 B	12 8	9	9	5 C	φ ?	O Total Grade
FISD	FISD	FISD	FISD	FISD	FISDMISD	R/O Owner
Depends on the timeline of MISD to complete the entire phase of budget process. Testing and enforcing BMMS in coordination with MISD.	Coordinate the automation process with I MISD	- Proposed purchase of laptops for WFH arrangement of witalineossary employees - Coordinate with MISD for grant of VPN access for those who have no access yet	-Fast track the filling up of vacant positions - Request hiring of Job Order (temporally to augment the workforce)	Ensure all systems and controls are in place with appropriate governance	Coordinate with MISD the development of integrated accounting system that may likewise be applicable to WFH arrangement (ERP): Preparation to do or use Minual Processes in DV and Check preparation in case of system failure/mathurclion	Actio n Ref Action
FISDMISD	FISDMISD	FISDMISD	FISDIASD	FISD	FISO	PIC
Budget Cycle	Budget Cycle P P O O O O O	Budget Monitoring and Report (reconciliation V report is a pre- Ir requisite in preparation of Performance Report)	Hiring Process	FISD Process	FISD Process	Due Related date Process
	Expense Ledgers, Monitoring Report, Performance Report, Corporate Operating Budget (COB)	Work Instruction*Budget 2 Process	Organizational Structure/Successio 1		Work Instruction	Related document
	4 16	2			2	Consequence  Likelihood  Consequence
	>	0	10	<del>1</del> <del>0</del>	2 0	Grade
				Retain	Relain	Further action required? If yes state action ref #, if no state "retain"
						Status
						Actual Action F Completion R
						Result/
						Date Closed

May 31, 2021	May 31, 2021	May 3	May 3	May 1	5-
		May 31, 2021	May 31, 2021	May 31, 2021	Date
Economic	Organizational Culture	Internal Capabilities	Internal Capabilities	Products/Services provided	Category
Cash Budgeting System	Organizational Culture   Non-adherence to the workflow	Overfunding, underutilization of budget	Budget Utilization Rate: Underspending over budget	Budget Proposals of Departments/Offices	InputTrigger (Issues/ Aspect/ Compliance Obligations/ Requirements Risk Treatment)
Decrease administrative burden and increase limplementation capacity of TIEZA	Poor quality management system R control	Loss'untraceable of procurement R documents	Not attaining budget utilization targets	Delayed submission of Corporate Operating Budget (COB)	Ref Description # Of Risk/ Opportunity
- EO 91, s. 2019 - Implementation lags behind the level of obligation	documents are being "nand-carried". People taking shortouts.	Inefficient process - produrement process - pending PRs     Lack of monitoring by end-users	Budget proposals are overstated	Delayed submission of Budget Proposals from concerned departments	R/O Source/ Cause
Discipline in preparing N and implementing the to budget	- Documents are not logged in because it did not pass through proper procedures.  - Delayed recording and funding of transactions influences	- Inacurate budget balances	- Budget being slashed by the DBM - Budgetary slack. Underspending of COB to low Budget Utilization Rate (BUR) which affects TLEZA's performance target	- Submission of COB to DBM, CCG, House of Representatives, Senate of the Philippines may be delayed.  Shortened or reduced time to prepare the COB for Budget Division	Effect/ Consequence
No instruction or directives from the top level management if to adopt the cash budgeting system	There are transactions processed and paid but not funded yet. The Budget Division will discover it only at the reconciliation of accounts with accounting ledgers.	Follow up the status of pending PRs. Some can't be traced by QSD/BAC. They remained funded but unufliced. (also PO's and JO's)	T-IEZA failed to meet the required performance target of at least 50% Obligation Bill, Riv and an achievement of at least 50% Distigation Bill, Riv and an achievement of at least 55% Distigation Bill, Riv 2020-10 factor of 2020 - PBB 2020 Guidelines) of the cor 2021, Bill Riv measured by Total Actual Distigations (poth net of PS) - MC 2021-1 disease 1, MC 2021-1 disease June 3, 2021	- Submission of budget proposals were delayed by 2 months from the target of delayed the state of the state o	Current Control / Existing Situation
3 12	ω ω	ω	ω	4× ω	Consequence Likelihood
8	6 0	12 B	12 B	12 El	은 Total Grade
FISD	FSD	FISD / GSD/BAC/End- Users	All Departments/offi ces	FISD / Concerned Departments	R/O Owner
- Adopt the Cash Budgeting system - Adopt the Early Procurement Activities	Strid adherence to work FISD/All concerned flow by everyone Departments	Proper record management. Ensure receiving/measing of procurement documents are properly recorded or logged. Follow through/Monitoring by End-users.	Budget proposal should be carefully studied and planned.  Budget proposals should be properly supported and is implementation-ready within the budget period.  Within the budget period.	- Coordinate the automation with MSD - Departments Offices to the MSD - Departments Offices a tould submit on time using IBMMS - There should be an assigned budget Facal Point Person per department Office who will be responsible in monicining the budget of their respective Department Office how the MSD - Proposal include in the IPDR of the budget Focal Point Person the timely submission of budget Personal and mentioning of utilization of funds	n Ref Action
FISD/Top level Management	FISD/Al concerned Departments	FISD / GSDIBAC/End- Users	All Departments and Budget Division as the Secretariat	FISD / All Departments	PIC
Budget Process	Budget Process	Budget Monitoring and Report	Budget Process	Budget Process	Due Related date Process
Notice of Award: POsi/JOs; Project Accomplishment Reports; Disbursement Vouchers; SCBAA	CAF; Claims/payments	- Memo issued dated Nov. 26, 2020 re: guidelines on the utilization of funds - Express Ledgers, Monitoring Report and Performance Report	- Budget hearing materials used in the deliberation - Monthly Monitoring Report	Corporate Coperating Budget	Related document
				N N	C Consequence Likelihood C Total
				0	Grade
					Further action required? If yes state action ref # if no state "retain"
					Status
					Actual Action Completion Date
					Result
					Date Closed