



Republic of the Philippines
Laguna State Polytechnic University
 Province of Laguna

Risk Register																	
RISK IDENTIFICATION								RISK ASSESSMENT			RISK TREATMENT				RISK MONITORING & REVIEW		
Risk ID	Date Raised	Raised by	Risk Category	Event	Cause	Consequence	Existing Controls	Residual Risk Analysis			Action	Plan	Risk Owner	Resolve by	Method	Progress and Compliance Reporting	Status
								Likelihood	Consequence	Risk Rating							
OSAS-001	29-Jun-18	R.B. Valdenaro	Human resources	Inadequate staff member	lack of plantilla position	delayed implementation of services	request for plantilla position	POSSIBLE	MODERATE	TOLERABLE	TRANSFER	requesting for plantilla position for the designated areas under the student affairs and services	OSAS Practitioners	On Going	Provision of additional personnel to OSAS Unit	Provision of request for SAS Unit is provided but limited in terms of student ratio	OPEN
OSAS-002	09-Jul-18	R.B.Valdenaro	Socio Cultural	Delay submission of student organization accomplishment reports and other relevant documents	Lack of awareness on the date of submission	delayed implementation of services	Meeting and posting	POSSIBLE	MINOR	TOLERABLE	SHARE	Meeting and posting	OSAS Coordinator	Quarterly	Accomplishment Report	Updating and Retrieval of documents to Student Organization Unit	CLOSED
OSAS-003	Jul-9-18	R.B.Valdenaro	legal	Regulation of Collections and disbursement of Organizational Fund	Adaption of policies and Guidelines prescribed by CHED (ESTUPAF Program)	Non compliance could lead to legal liabilities	Orientation	LIKELY	MAJOR	HIGH	SHARE	Orientation	OSAS	All year round	Guidelines and Policies	Adoption of Bank book as stipulated on the manual of SAS	CLOSED
OSAS-004	Jul-9-18	R.B. Valdenaro	Business	low frequency of students organization membership to accredited national/international organization	Lack of organizational involvement to National/International Organizations	affects the University ratings in SUC Levelling	Incorporate Organizational membership on student request upon the consent.	UNLIKELY	INSIGNIFICANT	VERY LOW	SHARE	Register student organization in a reputable and honor society. Creation of student based honor society in the university to anchor in the national or international level.	OSAS	Whole year round	Accomplishment Report and Accreditation of Student Organization	Roster of Student Organizations Report, Certificate of Registration to SEC and other accrediting body	CLOSED
OSAS-005	Jun-8-20	JN Olayta	Business	No Available Dormitory in the University	destruction/abandoned dorm facility in the university due to calamities	housing services under the office is affected. Difficulty in identification and monitoring of students for relevant services. Recommendation of IATF will not be properly implemented due to congestion of students in their respective dormitories during the post-pandemic period	rentals to private dormitories outside the university	POSSIBLE	MODERATE	TOLERABLE	TRANSFER	Rehabilitation or construction of dormitories that will cater the number of students coming from other provinces.	OSAS	Top MANAGEMENT	Comprehensive Proposal (for funding)	% of completion of construction	OPEN
OSAS-006	Jun-8-20	JN Olayta	Social or Cultural	Cancellation of Student Activities	Post-traumatic effect of Covid19 Pandemic	Several student activities both in-campus and off campus will be cancelled in compliance to the recommendation of the national government and CHED	Information Dissemination Redevelop/enhance the student actions plans adopting the recommendations during the post pandemic	RARE	MINOR	VERY LOW	REDUCE	Inclusion of Mental Health Policy to the Student Handbook	OSAS, Guidance Unit	Unit Coordinators for Student Activities / Guidance Unit	Dessimation of student handbook, posting of campaign materials	Accomplishment Report, Records of Students or Employee who availed the services	CLOSED

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