



TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY

RISK REGISTER

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1. Identify and analyze risk/opportunity affecting the intended output of the risk category
 2. Actions on risks include avoiding risks, taking risk to pursue an opportunity, eliminating risk source, changing likelihood or consequence, sharing risk, retaining risk by informed decision
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Risk Identification				Analysis & Evaluation						Risk Treatment/Action						Effectiveness, Monitoring & Review										
Date	Category	Input/Trigger (Issues/ Aspect/ Compliance Obligations/ Requirements/ Risk Treatment)	Ref #	Description of Risk/ Opportunity	R/O	Source/ Cause	Effect/ Consequence	Current Control / Existing Situation	Initial RO			R/O Owner	Action Ref #	Action	PIC	Due date	Related Process	Related document	Revised RO			Status	Actual Action Completion Date	Result/ Remarks	Date Closed	
									Continuation Likelihood	Impact	Grade								Continuation Likelihood	Impact	Grade					
07-15-2021	Political / Legal	Bills filed in Senate by Senators Pangilinan, Romualdo and Pasqua	1	Abolition of Travel Tax	R	Travel Tax is considered a burden to inbound Filipino tourists	Inability to meet performance scorecard targets and fund tourism-related infrastructure projects, rehabilitation of assets, and operational requirements of the Authority (excluding those of CHED and NCCA)	Information Campaign on the uses of travel tax collection	5	1	5	E	TIEZA Management	1	Submission of position paper to Senate	LEGD	Accomplished, submitted position paper	Legal Opinion / Legislative Liasing / Lobbying	Position Papers Draft Bills IEC Materials	0	0	#N/A				
07-15-2021	Political / Legal	Bill filed by Rep. Aragon in Congress	2	Creation of Tourism Development Fund in lieu with the Abolition of Travel Tax	O	The proposal eases the burden of paying travelers with lower travel tax rate	Ability of TIEZA to meet its performance scorecard targets and fund tourism-related infrastructure projects, rehabilitation of assets, and operational requirements of the Authority	Monitoring progress of this legislative agenda	6	1	6	F	TIEZA Management	2	Monitoring progress of the bill (Tourism Development Fund)	LEGD	ongoing	Legal Opinion / Legislative Liasing / Lobbying	Position Papers Draft Bills IEC Materials	0	0	#N/A				
12-01-2021	Internal capabilities	Occurrence of crisis and emergency situations	3	Vulnerability in managing crisis situations	R	Lack of preparedness in addressing crisis/emergencies and institutional mechanisms	Disruption in the continuity of Public Service and non-delivery of PAPs	Creation of the Corporate Communications Unit (CCU), Emergency Response Group (ERG), Data Breach Response Team.	5	4	20	H	TIEZA Management	3	1) Creation of Occupational Health and Safety Committee 2) Formulation of the Public Service Continuity Plan 3) Inclusion of Antigen Testing in ADSO 2022 COB	ADSD / GORPLAN	4th quarter, 2021	Emergency/crisis Management	Occupational Health and Safety Guidelines, PSCG Manual	0	0	#N/A				
07-15-2021	Political / Legal	Change in administration/leadership	4	New leaders do not share the directions and priorities set by their predecessors, Change in government priority agenda	R	Election of new President & subsequent appointment of new DOT Secretary, Board Members and COO. Separation from service of incumbent leaders	Discontinuance of existing strategic plans/initiatives, projects and activities	Strategy Map, Plans, Objectives, Initiatives and commitments are approved by the Board and the Governance Commission for GOCCs.	3	4	12	C	TIEZA Management	4	Comprehensive Briefing of new leaders to appreciate current directions, plans and initiatives of the Authority	COPI/ OCCS	As necessary	Induction/ orientation, Planning	GOG PES Forms, Briefing documents	0	0	#N/A				
12-01-2021	Political / Legal	Change in administration/leadership	5	New leaders do not only share the current directions and priorities set by their predecessors but even enhance the same towards the achievement of the Mission of the Authority	O	Election of new President & subsequent appointment of new DOT Secretary, Board Members and COO. Separation from service of incumbent leaders	New or better directions or priorities supportive of the attainment of mandates		4	2	8	D	TIEZA Management	5	Translate new directions and priorities into SMART objectives	COPI	As necessary	Planning	PES and SPMS guidelines and Forms	0	0	#N/A				
12-01-2021	Organizational structure	GOCC did not approve the TIEZA proposed OOSP as requested	6	Over-burdened workforce due to multi-tasking	R	Limited plantilla positions	Deterioration of well-being, No work-life balance, Reduced productivity, Non-attainment of Targets.	Filing up of vacant positions, Hiring of COS/Os to augment manpower requirements, Submitted proposed OOSP to GOCC, Capacity Building, Health & Wellness Program,	5	3	15	C	TIEZA Management	6	Right-sizing of OOSP for submission to GOCC	ADSD	4th quarter, 2022	Recruitment, Selection & Placement, Reorganization, Morale and Welfare	OOSP, CSC, DBM & GOCC related issuances	0	0	#N/A				
12-01-2021	Organizational structure	Several personnel, including Senior Officers are reaching mandatory retirement age or qualified for optimal retirement	7	No readily available pool of personnel with required qualifications and competencies to assume critical vacant positions	R	No Succession Plan formulated	Possible leadership vacuum with no ready successors in place resulting to delays in the attainment of set targets	Identified next-in-rank personnel are appointed as Officer-in-Charge, Hiring of external applicants, Managers to prepare respective succession plans.	4	4	10	H	TIEZA Management	7	Implementation of TIEZA-wide Succession Plan	ADSD-HRSD	4th quarter, 2022	Succession Planning, Recruitment, Selection & Placement	CSC, GCG & DBM Guidelines	0	0	#N/A				
12-01-2021	Internal capabilities	No TIEZA-wide Training Plan	8	Lack of required competencies for the tasks assigned	R	Limited technical training	Lack of quality outputs and inability to meet set targets	Training provided are request-driven, Ongoing competency assessment	3	3	9	D	TIEZA Management	8	Preparation of Competency Based Learning and Development Plan based on the result of TIEZA's new Baseline Proficiency level and enhanced Competency Framework	ADSD-HRSD	4th quarter, 2022	Learning and development	Competency Assessment, Training Plan	0	0	#N/A				
12-01-2021	Internal capabilities	Non-compliance of GCG and AO 25 (ATP Commitments)	9	Low Budget Utilization Rate	R	Poor planning, programming and budgeting	Inability to meet Performance Scorecard Target of Budget Utilization. Unable to promptly implement PAPs	Monthly Budget Monitoring Reports provided to Departments. Conduct of Technical Budget Hearing prior to budget approval	5	6	25	A	TIEZA Management	9	Rationalized Budgeting Process (Work and Financial Planning). Implementation of Budget Management's Monitoring System Phase 1	FISD / MISD	4th quarter, 2021	Planning, Budgeting, Programming	Budget and Financial Accountability Reports	0	0	#N/A				
12-01-2021	Internal capabilities	Destructive events (Natural/Man-made)	10	Loss of critical data and information	R	No facility back-up / redundant facility	Hampered critical operations, delays in transactions, legal implications	Back-up of critical data is regularly done, however, storage located at the TIEZA Head Office	5	2	10	D	TIEZA Management	10	Provision of 3-layer back-up systems (cloud, actual unit, on premises)	MISD	ongoing	IT Disaster Management	Back-up and Restore Policies, ISSP Related DICT policies	0	0	#N/A				
12-01-2021	Technological	Proliferance of Cybercrimes, Passage of the National Privacy Act	11	Data privacy breach	R	Weak Information Systems and Cybersecurity	Compromised Critical Data and information that hampers operations and subsequent delays in achievement of objectives, identity theft and fraud resulting to violations of the Data Privacy Act	Designation of Data Breach Response Team (DBRT), Compliance of Data Privacy Act	5	3	15	C	TIEZA Management	11	Implementation of Security Incident Management Policy, Cascading of said policy to TIEZA employees	DBRT / Data Privacy Committee	3rd quarter, 2022	Cybersecurity	Circulars of the National Privacy Commission Security Incident Management Policy	0	0	#N/A				
12-01-2021	Internal capabilities	Employees on Work From Home (WfH) arrangements are using inappropriate personal gadgets in performing official tasks	12	Low productivity of personnel	R	Limited IT equipment provided by the Authority	Inability to meet the set targets, Employee performance is not optimized, Internal and external customer complaints	IT equipment procurement is governed by TIEZA-ISSP. Only officers are provided with laptops. Employees are allowed to bring home their desktop	3	4	12	C	TIEZA Management	12	Consultation with Department Managers with regard to IT requirements Submission of ISSP 2023-2025	MISD	3rd quarter, 2021 4th quarter, 2022	IT Procurement	ISSP, CSC & DICT-related guidelines	0	0	#N/A				

