



October 02, 2023

MEMORANDUM

FOR : The OIC, Regional Executive Director
DENR MIMAROPA Region

THRU : The Assistant Regional Director for Management Services

ATTENTION : The OIC-Chief, Planning and Management Division
The Chief, ICT Section

FROM : The OIC - PENR Officer

SUBJECT : **SUMMARY OF ICT TECHNICAL ASSISTANCE
REPORT FOR THE MONTH OF SEPTEMBER, CY 2023 OF
DENR-PENRO MARINDUQUE**

In line with the requested IT-related technical assistance acted upon, please be informed that DENR-PENRO Marinduque has 100% satisfactory rating equivalent to Excellent adjectival satisfactory rating for the month of September, CY 2023 as shown in the table below.

Table 1. Requested IT-Related Technical Assistance Acted Upon

MONTH	QUALITY					For more than 3 days pls. indicate remarks/ cause	Remarks
	Excellent	Very Satisfactory	Satisfactory	Below Satisfactory	# of incidents that took more than 3 days		
September	13	0	0	0	0	None	Commonly raised issue is hardware repair and software installation

Likewise, as per verbal instruction from Regional Office, only those IT-related Technical Assistance (TA) on hardware and software repairs and installation should be counted and included in the report starting April, 2023.

The IT-Related Technical Assistance Acted Upon, as required by the DENR MIMAROPA Region, is encoded, submitted and can be accessed thru this Google Drive link: <https://tinyurl.com/itassistance2023>. Moreover, as per Memorandum dated April 14, 2023 from the DENR MIMAROPA Assistant Regional Director for Management Services, all signed reports and Means of Verification (MOVs) under Data Management Including Systems Development and Maintenance shall be uploaded at Google shared folder provided by the Regional ICT Unit, and can be viewed and accessed thru this link: <https://tinyurl.com/2s43ywp3>.

For information and record.


IMELDA M. DIAZ