

Zero Backlog Program




<b>Department/Agency</b>	Technical Education and Skills Development Authority (TESDA)
<b>Program Title/Name</b>	N/A
<b>Program Objective</b>	N/A
<b>Target Output</b>	N/A
<b>Date Implemented</b>	N/A
<b>Implementing office</b>	APARRI POLYTECHNIC INSTITUTE (A.P.I)

<b>Program Description</b>
<i>Ease of doing business and efficient government service delivery</i>

<b>Matrix of Services and Plan of Action</b>							
Office	Name of service	Classification (Simple, Complex, Highly Technical)	Average Number of applications/ requests/ license/permits/clearances, etc. received per day	Average number of applications / requests/ license/permit/clearances, etc. processed within the prescribed processing time	Average number of applications/ requests/ license/permit/clearances, etc. ISSUED within the prescribed time	Intervening Factors for the gap (i.e., limited IT infrastructure, unavailable signatories, etc.)	Plan of Action to address the gap (i.e., Streamlining, Digitalization. )
TESDA – Aparri Polytechnic Institute	Issuance of Supplies Available on Stock	Simple	4	4	4	NONE	NONE
TESDA – Aparri Polytechnic Institute	Procurement of Supplies, Equipment and Services	Complex	3	3	3	NONE	NONE
TESDA – Aparri Polytechnic Institute	Processing of application for Leave	Simple	5	5	5	NONE	NONE

<b>Implementation Results</b>
<i>Enhance procurement process and efficient processing of application for leave</i>

  
**Francisco Gringo C. Tagabi**  
 Vocational School Administrator III

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TESDA – Aparri Polytechnic Institute	Issuance of Certificate of training	Simple	6	6	6	NONE	NONE
TESDA – Aparri Polytechnic Institute	Issuance of Transcript of Records	Simple	2	2	2	NONE	NONE

<b>Implementation Results</b>
<i>Leniency in the submission of required documents (can submit even during the training for institution-based training)</i>

  
**Francisco Gringo C. Tagabi**  
 Vocational School Administrator III