

Area of Interest	Activity/Event	Frequency	Location/Target	Duration/Period	Cost/Budget	Impact/Outcome	Notes/Remarks	Responsible Party	Status
General Administration	Office Meeting	Weekly	Office Building	10:00 AM - 12:00 PM	€500	Regular updates on office matters	Meeting minutes are distributed to all staff	John Doe	Active
Human Resources	Employee Training	Quarterly	Training Center	1 Day	€1,000	Improving employee skills and knowledge	Training materials are provided to all participants	Jane Smith	Active
Finance	Financial Review	Monthly	Finance Department	2 Hours	€200	Reviewing financial statements and budgets	Financial reports are submitted to the board	Michael Brown	Active
Marketing	Product Launch	Annual	Marketing Department	1 Week	€3,000	Introducing new products to the market	Marketing campaign is launched across all channels	Sarah White	Active
Operations	Logistics Management	Daily	Operations Department	8 Hours	€1,500	Managing supply chain and logistics	Logistics plans are updated daily	David Green	Active
IT	System Maintenance	Weekly	IT Department	4 Hours	€800	Ensuring system uptime and security	System updates are applied regularly	Emily Black	Active
Legal	Contract Review	Monthly	Legal Department	2 Hours	€300	Reviewing contracts and legal documents	Legal advice is provided to all departments	Robert Grey	Active
Compliance	Regulatory Updates	Quarterly	Compliance Department	1 Day	€1,200	Staying up-to-date with regulatory changes	Compliance training is provided to all staff	Laura Pink	Active
Customer Service	Customer Feedback	Monthly	Customer Service Department	1 Hour	€100	Gathering customer feedback and suggestions	Feedback is used to improve services	Mark Blue	Active
Research & Development	New Product Development	Annual	R&D Department	6 Months	€5,000	Developing new products and services	R&D projects are tracked and reported	Anna Yellow	Active
Facilities	Building Maintenance	Weekly	Facilities Department	4 Hours	€600	Maintaining office buildings and grounds	Maintenance schedules are followed	Chris Purple	Active
Security	Security Audits	Quarterly	Security Department	1 Day	€1,100	Conducting security audits and assessments	Security measures are strengthened	Ben Green	Active
Environmental	Waste Management	Daily	Environmental Department	2 Hours	€400	Managing waste and recycling	Waste is recycled and disposed properly	Helen Blue	Active
Energy	Energy Conservation	Daily	Energy Department	1 Hour	€200	Reducing energy consumption	Energy-saving measures are implemented	Tom Red	Active
Transportation	Vehicle Maintenance	Weekly	Transportation Department	4 Hours	€700	Maintaining company vehicles	Vehicle safety checks are performed	Mia Orange	Active
Communication	Press Releases	Monthly	Communication Department	1 Hour	€150	Issuing press releases and media statements	Press releases are distributed to all media outlets	Noah Silver	Active
Public Relations	Community Outreach	Quarterly	Public Relations Department	1 Day	€1,300	Engaging with the community	Community events are organized	Olivia Gold	Active
Government Relations	Policy Advocacy	Monthly	Government Relations Department	1 Hour	€250	Advocating for policy changes	Policy proposals are submitted to government	Peter Bronze	Active
Non-Profit Organizations	Charity Events	Annual	Non-Profit Department	1 Week	€2,000	Raising funds for charity	Charity events are held throughout the year	Quinn Silver	Active
Academic Institutions	Research Grants	Quarterly	Academic Department	1 Day	€1,400	Applying for research grants	Research grants are awarded to faculty	Ryan Gold	Active
Professional Associations	Networking Events	Monthly	Professional Association	1 Hour	€300	Networking with professionals	Networking events are organized	Sophia Silver	Active
Trade Shows	Trade Show Participation	Annual	Trade Show Department	1 Week	€4,000	Participating in trade shows	Trade show booths are set up	Theodore Gold	Active
Conferences	Conference Organization	Quarterly	Conference Department	1 Day	€1,600	Organizing conferences	Conferences are held throughout the year	Uma Silver	Active
Seminars	Seminar Organization	Monthly	Seminar Department	1 Day	€800	Organizing seminars	Seminars are held throughout the year	Victor Gold	Active
Workshops	Workshop Organization	Quarterly	Workshop Department	1 Day	€900	Organizing workshops	Workshops are held throughout the year	Wendy Silver	Active
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Fairs	Fair Organization	Annual							

Documento di attestazione

- A. L'Organismo o il soggetto con funzioni analoghe all'OIV istituito presso ORDINE DEGLI INGEGNERI DELLA PROVINCIA DI VITERBO ha effettuato, alla luce della delibera ANAC n. 203/2023, la verifica sulla pubblicazione, sulla completezza, sull'aggiornamento e sull'apertura del formato di ciascun documento, dato ed informazione elencato nella scheda verifiche al 13/07/2023.
- B. L'Organismo o il soggetto con funzioni analoghe all'OIV ha svolto gli accertamenti:
- ☒ tenendo anche conto dei risultati e degli elementi emersi dall'attività di controllo sull'assolvimento degli obblighi di pubblicazione svolta dal Responsabile della prevenzione della corruzione e della trasparenza ove ai sensi dell'art. 43, co. 1, del d.lgs. n. 33/2013;
- ☐ in assenza del Responsabile della prevenzione della corruzione e della trasparenza gli accertamenti sono stati svolti solo dall'Organismo o soggetto con funzioni analoghe all'OIV.

Sulla base di quanto sopra, l'Organismo o il soggetto con funzioni analoghe all'OIV

ATTESTA CHE

☒ L'amministrazione ha individuato misure organizzative che assicurano il regolare funzionamento dei flussi informativi per la pubblicazione dei dati nella sezione "Amministrazione trasparente /Società trasparente";

☒ L'amministrazione NON ha disposto filtri e/o altre soluzioni tecniche atte ad impedire ai motori di ricerca web di indicizzare ed effettuare ricerche all'interno della sezione "Amministrazione trasparente /Società trasparente", salvo le ipotesi consentite dalla normativa vigente;

ATTESTA

la veridicità¹ e l'attendibilità, alla data dell'attestazione, di quanto riportato nella scheda verifiche rispetto a quanto pubblicato sul sito web dell'Amministrazione.

Data 13/07/2023

Firma dei componenti dell'Organismo o del soggetto con funzioni analoghe all'OIV

ALESSIA RATTORI

¹ Il concetto di veridicità è inteso qui come conformità tra quanto rilevato dall'OIV/altro organi sul sito web istituzionale al momento dell'attestazione.