

PRESIDENTIAL LEGISLATIVE LIAISON OFFICE

2nd Floor, Annex, New Executive Building, Malacañang, Manila

AGENCY ACTION PLAN and

STATUS of IMPLEMENTATION

Audit Observations and Recommendations

For the Calendar Year 2019

As of June 30, 2020

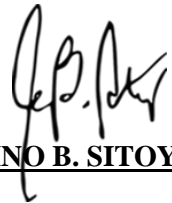
Ref.	Audit Observations	Audit Recommendations	Agency Action Plan				Status of Implementation	Reason for Partial/Delay/Non-Implementation action, if applicable	Action Taken/Action to be Taken
			Action Plan	Person/Dept. Responsible	Target Implementation Date				
					From	To			
AOM									
2020-001	Management did not establish an Internal Audit Services/Unit (IAS/U) contrary to Administrative Order (AO) No. 70 dated April 14, 2003 and DBM Circular Letter No.	Management to establish its IAS/U in accordance with the Administrative Order No. 70 dated April 14, 2003 and DBM Circular No. 2008-5 dated April 14, 2008 in order to strengthen accountability, and promote	To comply with the recommendation made by the Commission on Audit (COA)	OSEC AFMD			Fully Implemented		Office Order No. 2020-05 dated January 27, 2020 was issued which clearly defines the duties and

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	2008-5 dated April 14, 2008. As a result, there is lack of proper segregation of the duties and functions of the acting property/supply officer who also acts as the procurement officer and at the same time the BAC Secretariat Head.	good governance and transparency.						responsibilities of the personnel involved in the procurement activities and supplies and property management. The duties and responsibilities of the Executive Assistant III who acts as Property/Supply Officer were segregated and assigned to the same Executive Assistant III who acts as Procurement Officer and one (1) Administrative	

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					From	To			
								Assistant VI who acts as Property and Supply Officer.	
2020-002	Liquidation of cash advances for special purposes and local travels made by Special Disbursing Officers (SDOs) were delayed by 12 to 123 days in violation of COA Circular No. 97-002.	Management to ensure that AOs settle and liquidate their cash advances within the prescribed period and that there is proper monitoring of the grant and liquidation of cash advances to meet the requirement under COA Circular No. 97-002.	To comply with the COA recommendation on the delay of liquidation of cash advances	OSEC AFMD			Fully Implemented	Memorandum regarding Unliquidated Cash Advances dated April 3, 2019 was already issued. Management commits to strictly enforce the said memorandum and closely monitor the grant and liquidation of cash advances. Furthermore, all concerned AOs were notified of the urgency of this matter and	

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								were directed to strictly comply with the circular.	

Agency sign-off:



SEC. ADELINO B. SITOY, LLB, LLM

Presidential Adviser on Legislative Affairs and Head, PLLO

June 30, 2020

Date

Note: Status of Implementation may either be (a) Fully Implemented, (b) Ongoing, (c) Not Implemented, (d) Partially Implemented, or (e) Delayed