
	<b>PROVINCIAL INTERNAL AUDIT AND CONTROL OFFICE</b>	<b>OCTOBER</b>
		<b>MONTH/PERIOD</b>
	<b>Accomplishment Report</b>	<b>2020</b>
		<b>YEAR</b>

**I. FOCUS AREAS**

PROGRAM/PROJECT/ACTIVITY	PROJECT DESCRIPTION	STATUS/REMARKS/ ACCOMPLISHMENT
1. MANAGEMENT AUDIT		
A. Conduct of audit/Review of controls	Review of controls in the processing of financial documents	<p>Reviewed the implementation of controls on the following processes through the checking of 1505 sets of financial documents and 235 pcs. issued checks, to wit:</p> <ol style="list-style-type: none"> <li>1. PGI-BAC-LL-001 Procurement Control Procedure (Purchasing Process) <i>(6.1, pg5of8)</i>;</li> <li>2. PGI-PGSO-LL-002 Small Value Procurement Control Procedure (Purchasing Process) <i>(6.1, pg4&amp;5of6)</i>;</li> <li>3. PGI-PBO-LL-001 - Budget Control Procedures(Processing of OBRs) <i>(6.4, pg8&amp;9of13)</i>;</li> <li>4. PGI-ACCT-LL-001-Accounting Operations Control Procedure (Disbursement Process &amp; payroll preparation) <i>(6.1/6.2, p3,4,5of13)</i>;</li> <li>5. PGI-PTO-LL-001-Revenue Generation and Resource Mobilization Procedure (Preparation of checks for payment to various claims) <i>(6.4 p14of21)</i></li> </ol>

**II. OTHER PROGRAMS/PROJECTS/ACTIVITIES**

PROGRAM/PROJECT/ ACTIVITY	PROJECT DESCRIPTION	STATUS/REMARKS/ ACCOMPLISHMENT
ISO Records	Receiving and maintainance of ISO Records	Received and maintained ISO Records from different offices of the PGI
Capacity Development	Continuous capacity development for PIACO personnel	<p>The PIACO personnel has attended/participated in the following webinars:</p> <ul style="list-style-type: none"> <li>Basic Accounting and Internal Control for non-accountants on October 5-8, 2020</li> <li>How to Improve Quality Process using ISO 9004:2018 on October 9, 2020</li> <li>Strategic and Operational Planning on October 12-15, 2020</li> <li>Internal Control System for Property and Supply Management October 13-16, 2020</li> <li>Operations and Management Audit on October 20-23, 2020</li> <li>The Philippine Bidding Documents on October 26-28, 2020</li> </ul>

	<p>Submitted by:</p> <p style="text-align: center;"> <b>MARILYN G. LOPEZ</b> Provincial Internal Audit and Control Officer</p>
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