
	<b>PROVINCIAL INTERNAL AUDIT AND CONTROL OFFICE</b>	JANUARY
		MONTH/PERIOD
	<b>Accomplishment Report</b>	2021
		YEAR

**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 procedures through the checking of <b>345</b> sets of financial documents and <b>62</b> 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, review and maintenance of ISO Records	Received, Reviewed and maintained ISO Records from different offices of the PGI
	Submitted by:	<p style="text-align: center;">   <b>MARILYN G. LOPEZ</b>            Provincial Internal Audit and Control Officer         </p>