



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

FOR : **ALL REGIONAL EXECUTIVE DIRECTORS**
ATTENTION : **REGIONAL INTERNAL AUDIT FOCAL PERSONS**
FROM : OIC Director, Internal Audit Service
SUBJECT : **SUBMISSION OF MONITORING REPORT FOR CY 2022**
DATE : **JUL 21 2022**

This refers to the agreements reached during the CY 2022 Internal Audit Service (IAS) Planning Workshop cum Echo on the Roll-out of the Revised Philippine Government Internal Audit Manual (RPGIAM) held at Baguio City on April 6-8, 2022. One of the agreements is the regular conduct of monitoring by the Regional Internal Audit Focal Teams which was also targeted on their respective approved Work and Financial Plans, using the template attached as Annex A.

Thus, the Internal Audit Service (IAS) would like to reiterate the submission of Monitoring Report for January through June 2022. Further, please be informed that the IAS through the Operations Audit Division (OAD) had come up with new set of timeline of submission. (Annex B)

Attached herewith are the Monitoring Report Templates to be submitted to OAD via e-mail at ias_oad@denr.gov.ph on or before the prescribed timeline. For your further inquiries, please contact Mr. Laurence D. Papina at 8926-8067 or 09674678903.

For your information and compliance.

VICENTE B. TUDDAO, JR., Ph.D., CESO IV

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
(NAME OF OFFICE)
FY 2022 PHYSICAL AND FINANCIAL PLAN

Annex A

P/A/P Code	Performance Indicator/s	FY 2022 Accomplishment		FY 2022 Physical Performance Targets					UACS	FY 2022 Financial Performance Targets										
		Physical	Financial	Q1 Estimate	Q2 Estimate	Q3 Estimate	Q4 Estimate	Total		Q1 Estimate	Q2 Estimate	Q3 Estimate	Q4 Estimate	Total						
				(3)	(4)	(5)	(6)	(7)		(8)	(9)	(10)	(11)							
		(2)																		
GRAND TOTAL																				
I. ASSISTANCE TO INTERNAL AUDIT SERVICE (IAS)																				
A. Audit Engagements																				
1. Conduct of Audit																				
a. General Audit of Regional Offices - Financial Management System (FMS)	Documents/Reference Materials gathered and submitted prior the conduct of Actual Audit (No.)																			
	Documents/Reference Materials gathered and submitted during the Actual Audit (No.)																			
	Progress Report on Audit Recommendation facilitated/submitted to IAS Central Office (No.)																			
2. Follow-up Audit																				
a. Performance Audit on National Greening Program (NGP)	Action Documents monitored (No.)																			
	Status Report submitted to IAS Central Office (No.)																			
	Documents/Reference Materials gathered and submitted (No.)																			
b. General Audit of Regional Offices - Financial Management System (FMS)	Action Documents monitored (No.)																			
	Status Report submitted to IAS Central Office (No.)																			
	Documents/Reference Materials gathered and submitted to IAS Central Office (No.)																			
B. Conduct of Monitoring	Monitoring Report submitted (No.)																			
II. GENERAL ADMINISTRATION AND SUPERVISION (GAS)																				
A. Learning and Growth																				
1. Attendance in meetings/workshops/conferences	Meetings/workshops/ conferences attended (No.)																			
B. Implementation of Good Governance																				
1. Submission of Quarterly Accomplishment Report	Quarterly Accomplishment Report submitted (No.)																			

Prepared by:

Approved by:

(NAME)
(Position)
Team Leader, Regional Internal Audit Focal Team

(NAME)
Regional Executive Director

TEMPLATES FOR REGULAR MONITORING OF RIAFTs

Particulars		CY 2022		CY 2023 and beyond	
		Target Dates	Submission	Target Dates	Submission
1	Personnel Complement	January to June	end of July	January to June	end of July
		July to December	end of January 2023	July to December	end of January the next year
2	Vacant Positions	January to June	end of July	January to June	end of July
		July to December	end of January 2023	July to December	end of January the next year
3	Contract of Service	January to June	end of July	January to June	end of July
		July to December	end of January 2023	July to December	end of January the next year
4	PENRO and CENRO Designation	January to June	end of July	January to June	end of July
		July to December	end of January 2023	July to December	end of January the next year
5	Status of COA Audit Recommendations	January to June	end of July 2022	January to June	end of July
		July to December	end of January 2023	July to December	end of January the next year
6	GAA	January to June	end of July 2022	January to June	end of July
		July to December	end of January 2023	July to December	end of January the next year
7	Financial Performance (Per Fund Class)	January to June	end of July 2022	January to June	end of July
		July to December	end of January 2023	July to December	end of January the next year

OFFICE: _____
 FINANCIAL PERFORMANCE (per FUND CLASS)
 (Coverage e.g. July to December 2021)

Template no. 7

Fund Class	Allotment	Obligations Incurred	Unobligated Balance	% of Utilization
A. FY Current Appropriation				
TOTAL				
B. FY Continuing Appropriation				
TOTAL				