



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

TO : The Bureau Directors
BMB, ERDB, FMB and LMB

The Regional Executive Directors
DENR Regions 1-13, CAR and NCR

FROM : The Assistant Secretary
Finance, Information Systems and Mining Concerns

SUBJECT : **SUBMISSION OF THE ACTION TAKEN ON CONSOLIDATED
ANNUAL AUDIT REPORT (CAAR) FOR CY 2021 AND OFF
BOOKS ADJUSTMENTS**

DATE : JUN 01 2023

This has reference to the agreements during the COA Exit Conference for CY 2022 Annual Audit Report of the DENR held on June 1, 2023.

In this regard, we would like to request the submission of the following:

Particulars	Deadline of Submission
1. AAPSI reflecting updates/action takes on CY 2021 CAAR	June 7, 2023
2. Financial Statements preferably in Excel copy reflecting the validated Off Books adjustments including the working paper and validated JEVs	June 6, 2023 / 5:00 PM

You may access the Google Sheet for the updates thru bit.ly/CAAR-2021 for the AAPSI of the CY 2021 and bit.ly/3C3mhp4 for the Off Books adjustment of the Accounting Division. The submitted reports will be consolidated for submission to the COA Resident Auditor.

For queries and other details, you may contact Ms. Lea Marie Fajardo of the Management Division at telephone number 8926-6998, IP Phone trunk line nos. 8249-3367 and 8248-3367 loc. 1027/1028 or Ms. Leodina Laddaran of Accounting Division at telephone no. 8925-2342 loc. 1018.

For compliance.

ENGR. NONITA S. CAGUIOA

CC: The Undersecretary
Finance, Information Systems and Climate Change