



Republic of the Philippines
COMMISSION ON AUDIT
Regional Office No. IV-B
National Government Sector – Cluster 8-C
OFFICE OF THE AUDITOR – TEAM NO. R4B-30
DENR MIMAROPA Regional Office
1515 L & S Bldg., Roxas Blvd., Ermita, Manila

EXIT CONFERENCE

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES MIMAROPA REGIONAL OFFICE

CY 2020 COMPLIANCE AUDIT OF COVID-19 FUNDS

April 26, 2021/ 2:55 P.M.
Via Google Meet virtual conference

MINUTES OF EXIT CONFERENCE

Present:

COA Representatives:

JOJE C. MESANA, State Auditor III, OIC - Audit Team Leader

MARIUS M. MARTINO, State Auditor I, Audit Team Member

Agency Representatives:

Ma. Lourdes G. Ferrer, Regional Executive Director

Donna Mayor-Gordove, Assistant Regional Director for Management Services

Rosario C. Gulmatico, Chief, Administrative Division

Nazar Norman S. Cortuna, Chief, Accounting Section

Ma. Cristina C. Rendorio, Chief Personnel Section

The exit conference started at around 2:55 in the afternoon. Mr. Joje C. Mesana, Officer-in-Charge (OIC) – Audit Team Leader (ATL), set the tone of the exit conference by explaining that the said forum is wherein the audit observations, recommendations and comments will be discussed being the final phase of the audit engagement for the compliance audit of COVID-19 funds during CY 2020. He then discussed the audit observation and recommendation.

Below were the observation and recommendations thoroughly tackled during the exit conference with noted comments from the Management.


No.	AOM No./Date	Observation	Recommendation	Management Comment during Exit Conference
1.	2020-012- (20), 3/30/2020	Disbursements for Hazard Pay amounting P87,000.00	The Regional Executive Director to submit satisfactory explanation	In addition to their management reply, the Regional Executive Director explained that that the

		were not duly supported with documents to sufficiently establish the authority and number of days of physical reporting for work, contrary to Section 2.b of Administrative Order No. 26 dated March 23, 2020 and Items 4.1 and 4.3 of Budget Circular No. 2020-1 dated March 24, 2020, rendering the validity of the payments doubtful.	on the deficiencies noted above and direct the: a. Chief, Personnel Section to submit the documents to substantiate the number of days claimed by the former RED, then ARD for Management Services, and ARD for Technical Services; and b. Chief, Accounting Section to be circumspect in the processing of claims and faithfully observe the applicable guidelines on the grant of Hazard Pay considering the peculiarity of this incentive in light of the national health emergency.	officials and employees were probably not oriented on the requirements regarding the arrangements to be adopted at the time when the National Health Emergency was declared and the ECQ was implemented. Due to their earnest desire to continue the rendition of services, lapses were committed in the documentation of the authority to and proof of physical reporting to office. Nevertheless, they committed that for the purposes of claiming Hazard Pay, all employees and officials will be required to log their attendance in the official logbook to prove their physical reporting to office. They also promised to ensure that all those employees instructed to report shall be authorized by an RSO or any equivalent written instruction to be issued by the RED to support their claim for hazard pay.
--	--	--	---	--


The Audit Team acknowledged the cooperation extended by the various offices of the Agency during the conduct of COVID-19 funds audit.

The conference was adjourned at around 3:33 P.M.

Prepared by:


MARIUS M. MARTINO
State Auditor I
Audit Team Member

Reviewed by:


JOJE C. MESANA
State Auditor III
OIC - Audit Team Leader