



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

FOR : **The Regional Executive Director**
DENR Mimaropa

ATTN. : **Assistant Regional Director for Technical Services**

FROM : **The Director**
Internal Audit Service

SUBJECT : **INVITATION TO THE CY 2022 PLANNING WORKSHOP OF
THE INTERNAL AUDIT SERVICE**

DATE : 31 March 2022

The Internal Audit Service will be holding its CY 2022 Planning Workshop on 6-8 April 2022 in Baguio City. The activity aims to achieve the following objectives:

- discuss the updates on the 2021-2023 IAS Strategic Plan;
- present the IAS Annual Audit Work Plan for CY 2022 to align the activities of R/BIAFPs;
- re-strategize the audit methodologies that will be used by the IAS in conducting the audit on financial management system in Regional Offices and Bureaus;
- harmonize the activities of R/BIAFPs;
- further define the roles & responsibilities and reportorial requirements of R/BIAFPs; and
- update the R/BIAFPs on the salient features of the Revised Philippine Government Internal Audit Manual (RPGIAM).

Relative to this, may we request **ARD-TS Vicente B. Tuddao Jr.** to grace the said planning workshop and provide necessary inputs/insights. Please see the Program of Activities for your reference.

For coordination, questions, and further clarifications, your staff may contact **Mr. John Paul T. Haylo** of the DENR-IAS at cellphone number 09217360710, telephone number (02) 8928-0691, or email us at ias.od@denr.gov.ph.

For your consideration.


AL O. OROLFO, Ph.D.

**CY 2022 INTERNAL AUDIT SERVICE PLANNING WORKSHOP CUM RE-ECHO ON THE
ROLL OUT OF REVISED PHILIPPINE GOVERNMENT INTERNAL AUDIT MANUAL
(RPGIAM)**

Program of Activities

Date/Time	Topic/Activity	Person/s Responsible	Methodology
06 April 2022 (Day 1)			
12:00nn – 1:30 p.m.	Registration Lunch and Billeting	Claire R. Alferos/ Rhea N. Ho/ Maria Lucille C. Castañas	
1:30 p.m. – 1:45 p.m.	Opening Program <ul style="list-style-type: none"> National Anthem Prayer 	John Paul T. Haylo	
1:45 p.m. – 2:00 p.m.	Introduction of all participants <ul style="list-style-type: none"> IAS-OD/MAD/OAD R/BIAFPs 	Jake Lorenz C. Aldovino	
2:00 p.m. – 2:15 p.m.	Welcome Remarks	RED Ralph C. Pablo DENR-CAR	
2:15 p.m. – 2:45 p.m.	Message from the IAS Director	Dir. Al O. Orolfo, Ph.D. <i>(To be introduced by Mabel F. Coloma)</i>	
2:45 p.m. – 3:00 p.m.	Message from the Secretary	Secretary Jim O. Sampulna, CESO I <i>(To be introduced by Dir. Al O. Orolfo, Ph.D.)</i>	
3:00 p.m. – 3:15 p.m.	House Rules Snacks	Jake Lorenz C. Aldovino	
3:15 p.m. – 3:30 p.m.	Workshop Overview	John Paul T. Haylo	Lecture-Discussion
3:30 p.m. – 5:00 p.m.	Internal Audit <ul style="list-style-type: none"> Functions of IAS and Management RPGIAM Recent Developments 	Dir. Mary Rose L. Vilchez DILG-IAS <i>(To be introduced by Jake Lorenz C. Aldovino)</i>	Lecture-Discussion
07 April 2022 (Day 2)			
8:00 a.m. – 8:15 a.m.	Recap of Activities	Wilda Crisjoy T. Savella	
8:15 a.m. – 12:00nn	Internal Audit <i>(Continuation)</i>	Dir. Mary Rose L. Vilchez DILG-IAS	Lecture-Discussion
12:00nn – 1:00 p.m.	Lunch Break		
1:00 pm – 5:00 p.m.	Presentation of 2021-2023 IAS Strategic Plan	John Paul T. Haylo	Lecture-Discussion
	Discussion re Special Order on the Reconstitution of R/BIAFPs (including the roles and responsibilities of R/BIAFPs)	Cristina S. Rosario Chief, Management Audit Division	Lecture-Discussion
	Presentation of Annual Work Plans, Audit Methodologies and Audit Forms	Thom Cedrick Q. Fernando & Queen Sroges Rochelle S. San Jose	Lecture-Discussion
	Workshop Proper <ul style="list-style-type: none"> Finalization of FY 2022 Work and Financial Plans (WFPs) of R/BIAFPs Presentation of outputs re WFPs 	Emmylou S. Puerta & Merry Nor S. Capati	Workshop/ Breakout Session

Date/Time	Topic/Activity	Person/s Responsible	Methodology
08 April 2022 (Day 3)			
8:00 a.m. – 8:15 a.m.	Recap of Activities	Emmylou S. Puerta	
8:15 a.m. – 11:00 a.m.	Updates on Streamlining and Process Improvement of Critical Services (SPICS)	Jake Lorenz C. Aldovino	Lecture-Discussion
	Way Forward	Dir. Al O. Orolfo, Ph.D.	
	Closing Remarks		
	Photograph Opportunity		
11:00 a.m.	Homeward Bound		

Facilitators: Jake Lorenz C. Aldovino
Emmylou S. Puerta

Documenters: John Paul T. Haylo
Kamille Victoria H. Ordoveza