MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN: PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE: FROM	TARGET IMPLEMENTATION DATE: TO	STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
2024 AAR, AO No. 1, page 28	The Inventory Committee was not able to conduct a complete physical inventory count for the one-time cleansing of the Property, Plant, and Equipment (PPE) accounts mandated under COA Circular No. 2020-006 thereby raising concerns about the existence and fairness of the presentation of the PPE balances of ₱377,956,496.66 in the financial statements, including movable properties totaling ₱82,252,926.83 as of December 31, 2024.	We recommended that the Municipal Mayor:						
		1. Create a new Inventory Committee composed of an adequate number of members to complete the physical inventory in three months or less with at least one member each from the accounting and property divisions/unit;	ROBERT KADUSALE	JUNE 30,2025	DECEMBER 30,2025	IMPLEMENTED		
		2. Instruct the Inventory Committee to prepare a Physical Inventory Plan (PIP) with specified duties and assignments of the members and submit the PIP to the audit team before the scheduled inventory-taking activities;	ROBERT KADUSALE	JUNE 30,2025	DECEMBER 30,2025	IMPLEMENTED		
		3. Temporarily relieve the members of the Inventory Committee of all their regular duties so they can fully devote their time to conducting the physical inventory until its completion;	MAYORS OFFICE/ROBERT KADUSALE	JUNE 30,2025	DEC31,2025	UNIMPLEMNTED	UNDERMANNED DUE TO HEALTH CONDITIONS OF MTO/DO IS ON MATERNITY	
		4. Request for a COA representative to witness the inventory-taking; and	MAYORS/MTO	JUNE 30,2025	DEC31,2025	UNIMPLEMENTED	INVENTORY TAKING WAS POSTPONED	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
		5. Direct the Inventory Committee to strictly follow the general and procedural guidelines outlined in COA Circular No. 2020-006 dated January 31, 2020 in the conduct of the physical count of PPE and the one-time cleansing of PPE account balances.	MAYORS OFFICE/ROBERT KADUSALE			UNIMPLEMENTED	INVENTORY TAKING WAS POSTPONED	
2024 AAR, AO No. 2, page 31	The accuracy of the Accountable Forms, Plates and Stickers inventory account in the total amount of ₱1,074,559.30 is unreliable because the Municipal Treasurer did not conduct a physical count of inventory items every semester and did not prepare the Summary of Supplies and Materials Issued (SSMI), which is the basis for recording the utilization of inventory items, contrary to Sections 121 and 124, Chapter 7 of the New Government Accounting System (NGAS) Manual for Local Government Units (LGUs), thereby overstating the Inventory account by ₱889,767.22 and understating the Expense account of the same amount,	We recommended that the Municipal Mayor issue a directive to ensure proper inventory management and accurate financial reporting by requiring the following actions:						
		6. The Municipal Treasurer shall conduct a physical count of inventories every semester and submit a corresponding report to the Municipal Accountant and the Auditor no later than July 31 for the first semester and January 31 for the second semester.	MTO	JUNE30,2025	DECEMBER 30,2025	UNIMPLEMENTED	DUE TO WORKLOAD	
		7. The Municipal Treasurer shall submit the Summary of Supplies and Materials Issued (SSMI) to the Municipal Accountant on a	MTO	JUNE 30,2025	DECEMBER 30,2025	UNIMPLEMENTED	DUE TO WORKLOAD	

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	affecting the fair presentation of the accounts in the financial statements.	weekly basis, duly supported by Requisition and Issue Slips (RIS), to serve as the basis for recording utilized inventory items in the books.						
		8. The Municipal Accountant and the Municipal Treasurer shall regularly reconcile accounting and inventory records and implement the necessary adjustments to ensure the fair presentation of accounts in the financial statements.	MTO/ACCOUNTING OFFICE	JUNE 30,2025	DEC31,2025	UNIMPLEMENTED	DUE TO WORKLOAD	
2024 AAR, AO No. 3, page 35	The balances of the Real Property Tax (RPT) Receivable and Special Education Tax (SET) Receivable accounts as of December 31, 2024, between the records of the Municipal Accounting Office (MAO) and the Municipal Treasurer's Office (MTO) showed a difference of ₱8,907,556.24 due to the non-reconciliation of their records and the non-recording of the RPT and SET receivables in accordance with Chapter 3, Section 20, Volume I, and Chapter 1, Section 10, Volume II of the Manual on the New Government Accounting System (NGAS) for Local Government Units (LGUs). Consequently, the RPT/SET	We recommended that the Municipal Mayor direct: 9. The Municipal Accountant and Municipal Treasurer to reconcile the difference between the RPT and SET Receivables account balances totaling ₱8,907,556.24 and henceforth, conduct periodic reconciliation, together with the Municipal Assessor, of the total collectibles from the Basic and Special Education Tax with the RPT and SET Receivables account balances to prevent the accumulation of unreconciled differences;	MTO/ACCOUNTING	JUNE 30,2025	DEC31,2025	UNIMPLEMENTED	DUE TO WORKLOAD	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	Receivable and Deferred Income accounts, as presented in the financial statements, are deemed unreliable.	10. The Municipal Treasurer to furnish the Municipal Accountant a duly certified list of taxpayers with the amount due and collectible for the current year as basis for recording the RPT and SET Receivable accounts in compliance with Chapter 3, Section 20 of the NGAS Manual for LGUs, Volume I; and	MTO	JUNE 30,2025	DEC31,2025	UNIMPLEMENTED	DUE TO WORKLOAD	
		11. The Municipal Accountant to maintain subsidiary ledgers for RPT and SET receivables to support the general account in the financial statements.	ACCOUNTING	JUNE 30,2025	DEC31,2025	UNIMPLEMENTED	DUE TO WORKLOAD	
2024 AAR, AO No. 4, page 37	Loans totaling ₱2,461,183.81 granted to individuals and people's organizations have remained outstanding for over 10 years due to the inaction of the LGU to demand and strictly enforce the collection of the loans which is not consistent with Section 2 of Presidential Decree	12. We recommended and Management agreed that the Municipal Treasurer and Municipal Accountant, with the concurrence of the Local Chief Executive, evaluate the collectability of these loans and exhaust all efforts to collect from	MTO/ACCOUNTI NG	JUNE 30,205	DEC31,2025	UNIMPLEMENTED	WORKLOAD	

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	1445, depriving the government of funds that could have been used for expanding the program or implementing other priority projects.	the debtors, such as sending demand letters, conducting follow-ups, negotiating payment terms, or implementing legal actions.						
		13. Henceforth, we recommended and Management agreed that the Municipal Accountant maintain subsidiary records for future borrowers to monitor each borrower's status and provide detailed records that support the General Ledger to ensure accurate financial reporting.	ACCOUNTING	JUNE30,2025	DEC31,2025	UNIMPLEMENTED	WORKLOAD	
2024 AAR, AO No. 5, page 39	The utilization of the Local Disaster Reduction and Management Fund (LDRRMF) amounting to ₱198,850.00 was paid despite the absence and inaccuracy of supporting documents due to insufficient review by responsible personnel from various departments, resulting in non-compliance with Section 4(6) of Presidential Decree No. 1445 and increasing the risk of irregular or unsupported expenditures compromising the integrity and accountability of public fund utilization.	We recommended and Management agreed that the Municipal Mayor direct:						
		14. The Municipal Accountant to ensure that all disbursement vouchers (DVs) and claims against public funds are supported with complete, accurate, and relevant documents in accordance with Section 4(6) of Presidential Decree No. 1445, which states that claims must be backed by complete documentation.	ACCOUNTING	JUNE30 2025	DEC31,2025	UNIMPLEMENTED	Document to support the implementation is not yet available (it has complete supporting paper yet due to time constraint, Documents were not yet retrieve)	
		15. The Municipal Treasurer to mandate the use of "PAID"	MTO	JUNE30,2025	DEC31,2025	IMPLEMENTED		

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
		stamps on all DVs and supporting documents immediately after payment to establish proof of settlement, prevent duplicate disbursements, and maintain a clear audit trail.						
		16. The LDRRM Officer to review the Activity Design of all LDRRM activities to ensure that the planned objectives, target participants, and budget allocations are clearly defined, realistic, and aligned with actual implementation.	LDRRMO	JUNE30,2025	DEC.31,2025	IMPLEMENTED		
		17. All Department Heads to use the updated forms such as the DV, PR etc. as prescribed in the Manual of New Government Accounting System for LGUs.	ALL DEPARTMENT	JUNE30,2025	DEC31,2025	UNIMPLEMENTED	NO TIME TO REVISED YET	
		18. All Department Heads and personnel responsible for any transaction to review, sign, and fill in all the information needed in the Disbursement Voucher, Purchase Request, Requests for Quotation, Purchase Orders, Activity Designs, Acceptance and Inspection Reports, and other related pertinent documents.	ALL DEPARTMENT	JUNE 30,2025	DEC31,2025	IMPLEMENTED		

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
2023 AAR, AO No. 2, page 31	Four parcels of land valued at ₱2,146,400.00 are not covered with Transfer Certificates of Title (TCT) in favor of the Municipality of Ayungon, thus the ownership of the properties could not be fully validated.	19. We recommended and the Municipal Treasurer agreed to prioritize the filing of applications for the titling of all real properties acquired by the municipality so that TCTs can be issued in favor of the Municipality of Ayungon to establish ownership thereto.	MTO	06/30/2025	12/31/2025	UNIMPLEMENTED	WORKLOAD	
2023 AAR, AO No. 3, page 32	Delinquent Real Property Taxes (RPT) and Special Education Taxes (SET), including penalties accruing thereon, which accumulated to ₱38,017,366.97, remained uncollected as of December 31, 2023, thus depriving the Municipality of a substantial amount of income that could have been utilized to finance the implementation of various development projects or other major programs, projects, and activities (PPAs).	20. We recommended that the Municipal Treasurer enforce the collection of delinquent real property taxes by availing of the remedies for collecting delinquent real property taxes provided in Sections 256 to 260 of RA No. 7160, which are administrative action through levy on real property or judicial action.	MTO	06/30/2025	12/31/2025	UNMPLEMENTED	WORKLOAD	
2023 AAR,	Job-order (JO) and casual employees who were allowed to receive	21. We recommended that the Municipal Treasurer ensure strict	MTO	06/30/2025	12/31/2025	UNIMPLEMENTED		

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
AO No. 5, page 36	collections for the LGU are not properly bonded, contrary to Section 101 of PD No. 1445, thus exposing government funds to unsecured losses.	adherence to existing laws and regulations and that all accountable officers and employees under his jurisdiction be properly bonded to provide effective bond coverage in case of shortages or losses in compliance with Section 101 of PD No. 1445.						
		22. Furthermore, we recommended that the Revenue Collection Clerks assume their duties and responsibilities as collectors of the LGU and stop the practice of allowing job orders or casual employees to collect on their behalf.	MTO	06/30/2025	12/31/2025	UNIMPLMENTED		
2022 AAR, AO No. 2, page 31	The accuracy and reliability of the Road Networks account totaling ₱92,914,235.74 could not be ascertained due to: (a) non-conduct of inventory of local roads and non-preparation of the Report on the Physical Count of Local Road Network (RPCLRN); (b) non-maintenance of the Local Road Network Ledger Card (LRNLC) and Local Road Network Property Card (LRNPC); and (c) non-disclosure of the total road networks in the Notes to the Financial Statements, contrary to COA Circular No. 2015-008 dated	23. We recommended that Management enjoin the concerned department heads to strictly comply with the accounting and reporting guidelines on the local roads asset management system and earnestly perform their respective duties and responsibilities as set forth under COA Circular No. 2015-008 dated October 23, 2015.	MTO/ACCOUNTIN/ENGINEERING	06/30/2025	12/31/2025	UNIMPLEMENTED		
		24. We further recommended that the Inventory Committee conduct an annual physical count of all LRN	MTO	06/30/2025	12/31/2025	UNIMPLEMENTED		

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	November 23, 2015, thereby affecting the fair presentation of the account in the financial statements.	and report the results thereof in the RPCLRN to be submitted to the Auditor and Accounting unit not later than January 31 of each year. The RPCLRN shall be reconciled with the accounting records, and the necessary adjusting entries prepared before the statement date.						
2022 AAR, AO No. 5, page 37	Receivables totaling ₱3,356,104.25 that remained inactive for 10 years or more were not written off as at year-end, contrary to Items 8.2 and 8.3 of COA Circular No. 2016-005 dated December 19, 2016, hence, receivables, as presented in the financial statements, were overstated.	25. We recommended that Management file a request for authority to write-off dormant receivables together with all the documentary requirements as enumerated under Section 8.3 of COA Circular No. 2016-005 to address the overstatement of receivable accounts in the financial statements due to the remote possibility of their settlement.	ACCOUNTING	06/30/2025	12/31/2025	UNIMPLEMENTED	WORKLOAD	
		26. We further recommended that the Municipal Accountant reconcile the ₱900,044.00 balance in the Due from Other Funds account in the General Fund with the Due to Other Funds account in the Trust Fund.	ACCOUNTING	06/30/2025	12/31/2025	UNIMPLEMENTED	WORKLOAD	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
2022 AAR, AO No. 6, page 40	Unused balances of funds transferred to the Municipality totaling ₱6,268,580.10 which have been outstanding for more than two years, ₱1,764,492.06 of which have remained outstanding for over 10 years, were not returned to their respective source agencies, contrary to COA Circular No. 94-013 dated December 13, 1994 and COA Circular No. 2016-005 dated December 19, 2016, thereby preventing the source agencies from utilizing the funds for other priority projects and from closing their receivable accounts.	27. We reiterated our recommendation that the Municipal Accountant, in coordination with the Municipal Treasurer, reconcile and evaluate the unused balances to determine their proper sources so that the latter can return the same to their respective source agencies in accordance with COA Circular Nos. 94-013 and COA Circular No. 2016-005 so that these funds can be used for other priority programs/projects.	ACCOUNTING	06/30/2025	12/31/2025	UNIMPLEMENTED	TIME CONSTRAINT	
		28. We further recommended that the Municipal Accountant maintain separate subsidiary records for every fund transferred to the Municipality in accordance with Section 6.3 of COA Circular No. 94-013.	ACCOUNTING	06/30/2025	12/31/2025	UNIMPLEMENTED	TIME CONSTRAINT	
2021 AAR, AO No. 1, page 28	The accuracy and reliability of the reported depreciable Property, Plant and Equipment (PPE) accounts with total carrying value of ₱268,402,327.30 could not be ascertained as depreciation charges were computed based on a 10% residual value instead of 5% as required under the Philippine Application Guidance (PAG) 6 of	29. We recommended and the Municipal Accountant agreed to adjust the balances related to the PPE account as a change in accounting policy and, subsequently, record depreciation based on a 5% residual value in compliance with PAG 6 of IPSAS No. 17 – Property, Plant and Equipment.	ACCOUNTING	06/30/2025	12/31/2025	UNIMPLEMENTED	TIME/WORKLOAD	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	International Public Sector Accounting Standard (IPSAS) 17 – Property, Plant and Equipment, resulting in the overstatement of the PPE accounts. Furthermore, subsidiary ledgers were not maintained for all PPE accounts contrary to Section 10 of the New Government Accounting System (NGAS) Manual for Local Government Units (LGUs), thus rendering the said accounts unreliable.	30. We also recommended and the Municipal Accountant agreed that subsidiary ledgers be maintained for all PPE accounts to ensure the accuracy and reliability of their recorded book value.	ACCOUNTING	06/30/2025	12/31/2025	UNIMPLEMENTED	TIME/WORKLOAD	
2021 AAR, AO No. 2, page 30	The payroll covering the payment of COVID-19 Hazard Pay to personnel of the Municipality in the total amount of ₱1,221,225.00 was not substantially supported with complete documentary requirements, contrary to Section 4(6) of Presidential Decree (P.D.) No. 1445, precluding the Auditor from ascertaining the propriety and regularity of the grant during the implementation of the Modified Enhanced Quarantine (ECQ).	31. We recommended that Management submit to the Auditor the following documents to substantiate the grant of Hazard Pay: a. Approved DTRs; b. Inter-Agency Task Force for the Management of Emerging Infectious Diseases Resolution of the Risk Certification in the workplace; and the c. Authority from the head of agency/office to render service during the ECQ stating the prescribed official working hours and the	ACCOUNTING/HEALTH	06/30/2025	12/31/2025	IMPLEMENTED	SUBMITTED YET DON'T KNOW WHY NOT YET CLEARED	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
		entitlement of the COVID-19 Hazard Pay.						
2021 AAR, AO No. 3, page 32	The Disbursing Officer (DO) was allowed to draw multiple cash advances in one day for the payment of salaries and wages, honoraria, financial assistance, and other similar payments because the Municipality has only one DO, contrary to Section 4.1.2 of COA Circular No. 97-002 dated February 10, 1997, resulting in overlapping of cash advances, unnecessarily exposing government funds to risk of loss through misapplication.	32. We recommended and Management agreed that the irregular procedure in the grant of cash advances, such as the grant of multiple cash advances to the DO – Designate in one day be immediately stopped.	MTO	06/30/2025	12/31/2025	UNIMPLEMENTED		
		33. We also recommended that the Municipal Mayor appoint or designate additional DO to avoid granting multiple cash advances to the incumbent DO.	MTO/MAYORS	06/30/2025	12/31/2025	UNIMPLEMENTED		
2021 AAR, AO No. 4, page 33	The BAC Observers were granted honoraria in CY 2021 totaling ₱9,300.00 without legal basis and is therefore disallowed in audit.	X x x 34. We further recommended that the honoraria granted to BAC Observers be refunded by the claimants thereof.	BAC	06/30/2025	12/31/2025	UNIMPLEMENTED	NOT ALL COLLECTED	
2021 AAR, AO No. 6, page 37	Management failed to prepare and submit fully accomplished Agency Action Plan and Status of Implementation (AAPSI) of the audit recommendations contained in the 2020 Annual Audit Report (AAR) contrary to Section 89 of the General Provisions of Republic Act (R.A.) No. 11465 dated January 6, 2020 for Fiscal Year (FY) 2020, precluding	X x x 35. We further recommended and Management agreed that pertinent documents to support the Actions Taken should also be submitted to facilitate our validation of the responses.	MAYORS	06/30/2025	12/31/2025	UNIMPLEMENTED	MISINTERPRETED THAT THIS IS THE WORK OF THE ACCOUNTANT	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	the Auditor from monitoring and validating the actions taken to implement audit recommendations. Hence, the risk that deficiencies may continue to exist and, thus, affect the fairness of the presentation of the Municipality's financial statements as well as its operational efficiency that may render the entire Municipality ineligible for the FY 2021 Performance-Based Bonus (PBB).							
2021 AAR, AO No. 7, page 39	The Municipality failed to remit GSIS, Pag-IBIG and PhilHealth contributions accumulated for two to less than ten years amounting to ₱640,724.89, ₱109,796.80 and ₱342,544.33, respectively, contrary to the provisions of the Implementing Rules and Regulations of R.A No. 8291, R.A. No. 9679, and R.A. No. 7875 as amended by R.A. No. 9241 and R.A. No. 10606, which may result in the imposition of interests and penalties and may deprive the employees of the benefits due them.	We recommended and Management agreed to: 36. direct the Treasurer and the Accountant to coordinate with GSIS, Pag-IBIG and PhilHealth to determine the outstanding premium contributions of each employee in their records;	ACCOUNTING MTO	06/30/2025	12/31/2025	UNIMPLEMENTED	GSIS RECONCILIATION IS STILL ON GOING BIR IS STILL HAVING A REMINDER LETTER	
		37. ensure that mandatory contributions are remitted in accordance with the provisions of R.A No. 8291, R.A. No. 9679, and R.A. No. 7875 as amended by R.A. No. 9241 and R.A. No. 10606 and its IRRs to avoid the incurrence of interest and penalties; and	ACCOUNTING/MTO	06/30/2025	12/31/2025	UNIMPLEMENTED	SAME REASON ABOVE BUT ALMOS PERFECT WITH BIR	

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
		X x x						
2020 AAR, AO No. 3, page 32	The propriety of the disbursements of ₱8,252,599.50 under the Bayanihan Grant to Cities and Municipalities (BGCM) could not be ascertained due to incomplete documentation contrary to Section 4(6) of Presidential Decree (P.D.) No. 1445.	We recommended that Management: 38. Instruct the Municipal Accountant to submit the complete supporting documents in order to ascertain the propriety of the disbursement made; X x x	ACCOUNTING	06/30/2025	12/31/2025	IMPLEMENTED	DON'T KNOW WHY IT IS STILL THERE	
2020 AAR, AO No. 6, page 41	Copies of perfected contracts with the supporting documents of six infrastructure projects under the 20% Development Fund which was completed in CY 2020 with a total project cost of ₱6,242,600.90 were not submitted to the auditor for review, as required under COA Circular No. 2009-001 dated February 12, 2009, thus, determination of the reasonableness of contract prices and initial evaluation that the contractual covenants were not disadvantageous to the Municipality could not be conducted.	X x x 39. Moreover, Management is required to adhere strictly to the provisions of COA Circular No. 2009-001 dated February 12, 2009.	ENGINEERING/BAC	06/30/2025	12/31/2025	IMPLEMENTED	REGULAR SUBMISSION OF CONTRACTS HAVE BEEN PRACTICED SINCE YEAR 2024	
2020 AAR, AO No. 7,	Due to the absence of internal control mechanism on inventories, the Municipality failed to properly monitor and recognize the receipts, recording, issuances, and	We recommended that Management: 40. render proper accounting of the difference noted from the	MSWD/LDRRM	06/30/2025	12/31/2025	UNIMPLEMENTED	DON'T KNOW WHAT REPORTS TO BE SUBMITTED	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
page 42	management of food items procured for relief distribution in relation to the COVID-19 pandemic totaling ₱10,638,575.00 contrary to Item No. 5, Section IV of COA Circular No. 2014-002 dated April 15, 2014.	purchased and distributed food items;						
		41. install sound internal control mechanism in the repacking of goods to monitor the release of items for repacking and account the packed relief items to ensure that these are safeguarded from possible theft, loss and wastage;	MSWD/LDRRMO	06/30/2025	12/31/2025	UNIMPLEMENTED	TO PREPARE THE REQUIRED FLOW OF TRANSACTION	
		42. require the MDRRMO or property officer to prepare reports on the inventory and monitoring of all procured and donated supplies, materials, equipment, and relief goods in accordance with COA Circular No. 2014-002 dated April 15, 2014; X x x	MSWDO/LDRRM	06/30/2025	12/31/2025	UNIMPLEMENTED	TO STILL PREPARE THE REQURIED REPORT	
2020 AAR, AO No. 8, page 45	The absence of adequate documentation and appropriate profiling of beneficiaries in the implementation of the Emergency Subsidy Program (ESP) through the Social Amelioration Program (SAP) of the Department of Social Welfare and Development (DSWD) resulted in the failure to comply with the pertinent provisions of DSWD Memorandum Circular No. 2020-09,	We recommended that: 43. the MSWDO submit a written explanation on the difference between the number of the target beneficiaries (8,047) and the actual beneficiaries found on the master list (8,031) and on the lapses and deficiencies enumerated in this observation;	MSWDO	06/30/2025	12/31/2025	IMPLEMENTED	REPORTS WERE SUBMITTED YET CANNOT ANYMORE TRACE WHY THIS FINDINGS ARE STILL HERE	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	hence, the eligibility of beneficiaries and the propriety and authenticity of the payments could not be verified.	44. require Management to establish a system in the distribution of SAP and similar cash assistance programs wherein the guidelines issued by the DSWD are followed and that proper validation and appropriate profiling of beneficiaries are performed before disbursement;	MSWDO	06/30/2025	12/31/2025	UNIMPLEMENTED	DON'T KNOW WHAT REPORTS TO BE SUBMITTED TO SETTLE THIS ISSUE	
		45. the amount received by the 13 job order personnel of the LGU who appeared in the master list of paid beneficiaries of the ESP be refunded.	MSWDO	06/30/2025	12/31/2025	UNIMPLEMENTED	JUSTIFICATIONS WERE SUBMITTED BY THE MLGOO BEFORE YET DON'T KNOW HOW THIS ISSUE WILL BE SETTLED	
2020 AAR, AO No. 9, page 51	The payroll covering the payment of COVID-19 Special Risk Allowance (SRA) to 25 public health workers (PHWs) in the total amount of ₱123,006.50 was not substantially supported with complete documentary requirements, contrary to Section 4(6) of Presidential Decree (P.D.) No. 1445, precluding the Auditor from ascertaining the propriety and regularity of the grant during the period of the implementation of the Enhanced Community Quarantine (ECQ).	46. We recommended that Management require the Municipal Health Officer to submit to the Auditor the following documents to substantiate the grant of SRA:						
		a. Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases Resolution of the Risk Certification in the workplace;	MHO/IATF	06/30/2025	12/31/2025	IMPLEMENTED	THERE WERE DOCUMENTS SENT TO COA BUT THESE FINDINGS STILL EXIST	
		b. Authority from the head of agency/office to render	MAYORS OFFICE	06/30/2025	12/31/2025	IMPLEMENTED	DOCUMENTS WERE SUBMITTED WITH	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
		service during the period of the ECQ stating the prescribed official working hours as well as the entitlement of the SRA;					TRANSMITTAL BUT IT STILL EXIST	
		c. Individual approved daily time record (DTR) or daily report of attendance indicating the dates and time they physically reported for work; and	ALL DEPARTMENT HEADS	06/30/2025	12/31/2025	IMPLEMENTED	DOCUMENTS/TRANSMITTAL WERE SUBMITTED	
		d. Daily status/monitoring report on COVID-19 patients, PUIs or PUMs quarantined in the Municipality's COVID-19 facility, in the homes, and in other isolation facilities covering the same period of the ECQ.	HEALTH	06/30/2025	12/31/2025	IMPLEMENTED	DOCUMENTS WERE SUBMITTED	
2020 AAR, AO No. 11, page 56	The reasonableness of the prices of medicines, medical supplies and equipment amounting to ₱3,884,245.00 could not be ascertained because the Purchase Orders (POs) did not contain the complete detailed specifications and brand names of the items contrary to Item B of COA Circular No. 96-010 dated August 15, 1996, causing difficulty in comparing the prices of	47. We recommended and Management agreed to require the concerned personnel or the end-user duly authorized by the Head of the Procuring Entity to completely and properly fill up the relevant and required information in the PO pursuant to Item B of COA Circular No. 96-010 dated August 15, 1996.	HEALTH OFFICE	06/30/2025	12/30/2025	IMPLEMENTED		

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	these supplies with the prevailing market prices.							
2020 AAR, AO No. 12, page 57	The Bids and Awards Committee did not properly reflect in the Annual Procurement Plan (APP) the method of procurement undertaken under R.A. No. 11469 or the Bayanihan Act, as required under GPPB Circular No. 01-2020 dated April 6, 2020, indicating procedural lapses and deficiencies in the procurement process of the Municipality, thereby, rendering the legality and regularity of the transactions doubtful. Moreover, procurement of COVID-related supplies and equipment amounting ₱12,928,839.45 were paid despite lack of supporting documents in violation to Section 4(6) of Presidential Decree (P.D.) No. 1445, and COA Circular No. 2012-001 dated June 14, 2012, thus, casting doubt on the regularity, validity, and propriety of the disbursement.	X x x 48. Moreover, we recommended that Management submit the lacking required documents to the Office of the Auditor, and comply with the documentary requirements under COA Circular No. 2012-001 for future disbursements.	BAC	06/30/2025	12/30/2025	IMPLEMENTED		

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
2019 AAR, AO No. 5, page 35	Had the Municipal Mayor and Municipal Engineer considered the limited manpower in planning the implementation of programs/ projects/activities under the 20% Development Fund, it could have completed not just two of the 20 projects programmed under the 20% Development Fund for CY 2019 and thus could have been more efficient and effective in the delivery of basic facilities and services to its constituents as mandated under Section 17 of R.A. No. 7160.	49. We recommended that the Municipal Engineer, in coordination with the Municipal Planning and Development Coordinator, evaluate the feasibility, and closely monitor the implementation of, the different PPAs of the Municipality in accordance with the approved development plan as required under Section 476 (4) of R.A. No. 7160. X x x	MEO/MPDO	06/30/2025	12/30/2025	IMPLEMENTED		
2018 AAR, AO No. 7, page 41	Optimal use of the 70% Mitigation Fund was not achieved by the Municipality of Ayungon because out of the seven general categories of programs, projects and activities (PPAs) planned for disaster prevention/ mitigation and preparedness during the year totaling ₱5,084,748.40, only four were executed, with utilization cost amounting to only 16% or ₱800,011.26 contrary to R.A. 10121, otherwise known as the Philippine Disaster Risk Reduction and Management Act of 2010 and NDDRMC-DBM-DILG Joint Memorandum Circular (JMC) No. 2013-1 dated March 25, 2013,	50. We recommended that the Municipal DRRMO prioritize the planning and implementation of programs, projects and activities (PPAs) under the 70% Mitigation Fund which should be aligned with the National Disaster Risk Reduction and Management Plan of 2015-2018, in consideration of the indicators provided therein and to regularly monitor its implementation to ensure the municipal government's resilience to disaster.	LDRRMO	06/30/2025	12/30/2025	IMPLEMENTED		

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
	thereby adversely affecting the capability of the municipal government to respond to and manage risks of disaster.							
2018 AAR, AO No. 8, page 44	The Municipality of Ayungon has not yet fully complied with the minimum standards on disaster preparedness as required under R.A. 10121 thereby adversely affecting its capability and readiness to respond to and manage the effects of any calamity which may occur, putting lives and property at risk.	51. We recommended that the LDRRM Office, in coordination with the various officials in the community and its component barangays, prioritize compliance with the minimum standards on disaster preparedness as required under R.A. No. 10121 and other relevant laws, rules and regulations using the NDPP Minimum Standards manual published by the Local Government Academy in order to be better prepared to handle and cope with natural calamities which may occur.	LDRRMO	06/30/2025	12/30/2025	IMPLEMENTED	GAWAD KALASAG AWARDEE	
2017 AAR, AO No. 4, page 34	Excessive quantities of materials were programmed for the improvement of three day care centers under the Bottom-up Budgeting program of the national government thus resulting to unused materials, some of which could no longer be used, such as hardened cement, nor even be accounted for at the time of inspection, resulting to waste of government funds of ₱75,893.50.	52. We recommended that Program of Work be properly prepared based on detailed engineering measurements, duly reviewed by the Municipal Engineer before the same is approved in order to avoid the purchase of excess materials and loss of government funds, and that in cases where excesses cannot be avoided, the Municipal Engineer see to it that the excess materials are reprogrammed for	MEO	06/30/2025	12/30/2025	IMPLEMENTED		

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
		utilization in other projects of the Municipality. 53. We also recommended that the Municipal Engineer submit an explanation for the excess quantities of materials programmed, the neglect to properly account and store the excess and to reprogram these to other projects of the Municipality.	MEO	06/30/2025	12/30/2025	UNIMPLEMENTED		
2017 AAR, AO No. 6, page 37	Payment of registration fee to the Liga Ng Mga Barangay Sa Pilipinas amounting to ₱9,800.00 was acknowledged by a printed receipt of the organization instead of an official receipt of the Republic of the Philippines as required under Sections 42 and 44, Chapter 7, Title I (13) Book V of the Administrative Code of 1987 and Section 505(b) of R.A No, 7160, thus eliminating accounting thereof as government funds and the audit thereof by the Commission on Audit.	54. We recommended that SB member Chona A. Agustino demand from the provincial treasurer of the Liga Ng Mga Barangay of Negros Oriental, to acknowledge its payment with government accountable form No. 51 in order that the funds may be subject to government accounting and auditing rules and regulations. X x x	SB OFFICE	06/30/2025	12/30/2025	IMPLEMENTED	LETTER HAS BEEN SENT TO THE LIGA WAY BACK YET NO RESPONSE FROM THE LIGA	

MUNICIPALITY OF AYUNGON

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION
As of August 17, 2025

REF.	AUDIT OBSERVATION	AUDIT RECOMMENDATION	AGENCY ACTION PLAN			STATUS OF IMPLEMENTATION	REASON FOR PARTIAL/DELAY/ NON-IMPLEMENTATION	ACTIONS TAKEN/ ACTIONS TO BE TAKEN
			PERSON/ DEPT. RESPONSIBLE	TARGET IMPLEMENTATION DATE				
				FROM	TO			
2016 AAR, AO No. 9, page 41	Because Programs of Work (POWs) are not required during the budgeting process but only when the projects are to be implemented, delayed preparation of these POWs resulted in the low implementation rate of projects under the 20% Development Fund where only six of the sixteen (16) projects identifies for implementation in CY 2016 were implemented, thereby depriving the constituents of the socio-economic benefits that could have been available therefrom.	55. We recommended that in the preparation of the 20% Development Fund Budget, a Program of Work be required before a project can be included therein in order that the implementation thereof will not be delayed.	MEO	06/30/2025	12/30/2025	UNIMPLEMENTED	PRICE ESCALATION WORKLOAD	

Prepared by:

Mente

KAREN JOY D. MENTE

Date:
10/24/2025

Noted by:

DENNIS N. AMANCIO
Municipal Mayor

Date: