



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM
No. 230, s. 2025

02 APR 2025

CONDUCT OF COMMISSION ON AUDIT (COA) EXIT CONFERENCE

TO: All Concerned

1. In relation to the Annual conduct of the Exit Meeting of Commission on Audit (COA), you are required to attend the Exit Conference on CY 2024 audit results of the Schools Division of the City of Batac at SDO Conference Hall on 03 April 2025, 2:00 pm.
2. This Exit Conference discusses and addresses the audit results through the Audit Observation Memorandum (AOM) received from COA and tackles recommendations for the observations.
3. Attached is the list of participants for reference.
4. For information and guidance.

ANSELMO R. ALUDINO

Schools Division Superintendent

Encl: As stated

Reference:

To be indicated in the Perpetual Index
under the following subjects:

COA Exit Conference

JCB/Memo_2025_COA Exit Conference

3261



SDCB RECORDS UNIT

2505340

LIST OF PARTICIPANTS

	Name	Position
1	Arnel S. Bandiola	Assistant School Division Superintendent
2	Marilou B. Sales	Chief Education Supervisor-CID
3	Nemalyn U. Ulep	Chief Education Supervisor-SGOD
4	Joel P. Malunao	Administrative Officer V
5	Jaquelyn P. Mendoza	Budget Officer III
6	Jennifer C. Bungubung	Accountant III
7	Deejay R. Opelac	Supply Officer
8	Aubrhey R. Oasay	BAC Secretariat Head
9	Gerwin V. Dela Rosa	Legal Officer-Designate
10	Mark Anthony R. Bengan	ITO III
11	Jacqueline G. Abiño	Project Engineer
12	Ditas G. Domingo	School Principal IV
13	Ma. Veronica A. Cabangisan	Administrative Officer IV (Cash)
14	Nida O. Calacal	Administrative Assistant II (Budget)
15	Reynalyn C. Javier	Administrative Assistant III (Accounting)
16	Noraliza R. Bombarda	Administrative Officer I (Cash)
17	Joefrey C. Bataan	Head Teacher III (BAC Chairperson)
18	Connie Marie Angelie P. Balignasay	School Principal II
19	Mike D. Pagdilao	Administrative Officer I (Supply Officer)
20	Marlon T. Lumang	Master Teacher I (BAC Chairperson)
21	Genedyn Paraoan	Administrative Assistant II (Budget)
22	Evelyn Cabuntasan	Administrative Assistant II (Accounting)
23	Maria Cecilia A. Sangalang	Administrative Assistant II (Cash)
24	Angelica D. Obiano	Administrative Officer II



REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
REGIONAL OFFICE NO. I
National Government Sector - Cluster 5

Office of the Auditor – Audit Team No. R1-14
Deped – Ilocos Norte College of Arts and Trades
Laoag City, Ilocos Norte



March 28, 2025

MR. ANSELMO R. ALUDINO
Schools Division Superintendent
Schools Division of the City of Batac
City of Batac, Ilocos Norte

Sir:

Commission on Audit Memorandum No. 2014-011 dated October 21, 2014 requires the conduct of an exit conference before transmittal of audit reports.

In connection to this and in order to discuss and address the results of our audit which were communicated earlier through Audit Observation Memoranda, we would like to request that such exit conference be conducted on Thursday, April 3, 2025 at 2:00 PM, in your Office/School, with the presence of concerned officials and/or employees.

Attached herewith is the summary of the observations and recommendations which will be tackled in the conference.

Anticipating for your favorable attention on this matter.

Very truly yours,


ASHLIE Z. FRANCO
OIC - Audit Team Leader

Schools Division of the City of Batac
Summary of Audit Observations and Recommendations
 CY 2024

Reference	Observation	Recommendation	Persons Responsible	Management's Response/Action	Auditor's Rejoinder/Remarks
AOM No. SDCB 2025-001 dated March 13, 2025	Property Acknowledgment Receipt (PAR) for equipment were not renewed at least every three years or every time there is a change in accountability or custodianship of the property which was not in line with Section 21, Chapter 10 of the Government Accounting Manual (GAM) for NGAs Volume 1, thus affected the accuracy of property records of SDCB and could lead to possible loss or wastage of government properties.	We recommend that the Asset Management Officer ensure the completeness of PARs of government properties issued to various responsible persons and cause the renewal thereof at least every after three years or every time there is a change in accountability or custodianship of the property in order to have accurate property records and strengthened accountability.	Mr. Deejay R. Opelac Administrative Officer IV/Asset Management Officer		

Prepared by:

Francabusan
 FRANZLEY T. CABUSAS
 SA III/ATM

Reviewed by:

Ashley Z. Franco
 ASHLEY Z. FRANCO
 SA III/OIC-ATL