

BASES CONVERSION AND DEVELOPMENT AUTHORITY  
 AGENCY ACTION PLAN and STATUS of IMPLEMENTATION  
 Audit Observations and Recommendations  
 For CY 2022 and Prior Years  
 As of 15 November 2023

AOM No./ Date	Audit Observations	Recommendations	Agency Action Plan				Status of Implementation	Reasons for Partial/ Delay/ Non-Implementation, if applicable	Action taken/ Action to be taken
			Action Plan	Dept. Responsible	Target Implementation Date				
					From	To			
CY 2022 Observation No. 1  Receivables – Operating Lease	The faithful representation of the balance of the Non-current Operating Lease Receivable account amounting to P2.172 billion could not be obtained due to the recognition of unbilled lease receivables totaling P516.910 million which were not supported by pertinent documents and the same remained non-moving since CY 2018.	Require the ACD to verify the unbilled lease receivables recognized in the books of accounts and prepare the necessary adjusting journal entries, if warranted; and submit the same to the Audit Team, for verification.	Verify and validate the 20 accounts of unbilled lease receivables and prepare the corresponding journal adjusting entries and submit the Journal Vouchers (JVs) to the Audit Team for verification on or before August 31, 2023.	ACD	June 2023	Aug 31, 2023	100% Implemented		Validated and submitted to COA. (Annex A)
CY 2022 Observation No. 2  Service Concession Revenue-Subic-	The accuracy and completeness of the service concession revenue relative to the 50 per cent share of BCDA on								



OFFICE OF THE SUPERVISING AUDITOR  
 Bases Conversion and Development Authority

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Clark-Tarlac Expressway (SCTEX)	<p>the gross toll revenues of Subic-Clark-Tarlac Expressway (SCTEX) for CY 2022 amounting to P1.629 billion could not be ascertained due to:</p> <p>a. Manual adjustments averaging 9,535 transactions per month which were deducted from the toll revenues totaling P239.391 million but not thoroughly scrutinized/verified by BCDA. Moreover, the submitted toll revenue reports were not validated monthly to ensure that variances in records, if any, will be immediately investigated and rectified; and</p>	<p>a. Conduct a detailed review/validation of manual adjustments and determine the exempt, special pass, and emergency transactions, to ensure a. Conduct a detailed review/validation of manual adjustments and determine the exempt, special pass, and emergency transactions, to ensure that toll revenues reported by MNTC are accurate and complete and that there is no loss to the government</p>	Conduct detailed validation of the 2022 manual adjustments.	SAPMD	June 2023	Sept 2023	100% Implemented	Submitted the validated 2022 manual adjustments to COA. (Annex B)	

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	<p>b. The manual adjustments were not incorporated in the system used by Concessionaire in generating the toll revenues report for SCTEX which is not in compliance with the Business Agreement between BCDA and the Concessionaire in the operation and maintenance of SCTEX, resulting in non-assurance that the said system is reliable and functioning as intended.</p>	<p>on the remitted concession fee to BCDA; and submit the results to the Audit Team, for verification;</p> <p>b. Ensure that appropriate internal controls are established by BCDA in ensuring that the toll revenues from SCTEX are correct and completely reported by MNTC; and</p> <p>c. Require MNTC to adhere to its obligation provided in the Business Agreement in the operation and maintenance of the SCTEX relative to the system-generated revenue reports, otherwise,</p>	<p>Institute appropriate controls to ensure correctness and completeness of revenues.</p> <p>Require MNTC to include in the updating of the toll operating system</p>	<p>SAPMD</p> <p>SAPMD</p>	<p>Sept 2023</p> <p>Aug 2023</p>	<p>Oct 2023</p> <p>Sept 2023</p>	<p>100% Implemented</p> <p>100% implemented</p>	<p>The revised SAPMD Manual of Operations which included procedures of validating the toll revenues was submitted to COA on 18 October 2023. (Annex C)</p> <p>MNTC informed BCDA during the meeting held on 21 June 2023 its inclusion in the scope of work for the procurement of an updated toll collection system. NLEX committed to implement the new system in the</p>	



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		consider terminating the said Agreement, if warranted.						1 <sup>st</sup> quarter of 2024. (Annex D)	
CY 2022 Observation No. 3  Receivables - DPWH & DOH	The faithful representation of the balance of the Due from the National Government Agencies (NGAs) account totaling P671.964 million was not obtained due to variances between the balance per books of accounts and the confirmed balances from the Department of Public Works and Highways (DPWH) and Department of Health (DOH) amounting to P36.197 million and P13.618 million, respectively.	Require the ACD to reconcile records with DPWH/DOH and ensure that all variances are promptly investigated, cleared, and reconciled; and prepare necessary adjusting journal entries, if warranted.	<p><b>DPWH</b></p> <p>Verify and reconcile the balances between the DPWH and BCDA records. Adjusting entries shall be made upon submission of documents by DPWH, if necessary.</p> <p><b>DOH</b></p> <p>Reconcile and Issue Statement of Account in</p>	<p><b>ACD</b></p> <p><b>PPMD TPFD</b></p>	<p>June 2023</p> <p>July 2023</p>	<p>Oct 2023</p> <p>4Q 2023</p>	<p>100% Implemented</p> <p>100% Implemented</p>	<p><b>DPWH</b></p> <p>Reconciled in BCDA's books of account related to the Deed of Absolute Sale executed between BCDA and DPWH and prepared the adjusting entries. (Annex E)</p> <p>Sent a letter to DPWH requesting to settle/refund the unliquidated downloaded fund amounting to Php 63.6 million. (Annex F)</p> <p><b>DOH</b></p> <p>Reconciled in BCDA's books of accounts.</p>	

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			the amount of Php13.6 million to DOH					Sent a letter to DOH Central Office dated 29 August 2023 following up the payment of Php13.6 million. (Annex G)	
CY 2022 Observation No. 4  Service Concession Receivable- Clark International Airport (CIA)	The faithful representation of the balance of the Service Concession Receivable (SCR) – Clark International Airport (CIA) account amounting to P37.726 million could not be established due to a variance of P31.960 million between the balance per books and the confirmed amount.	Reconcile records with LIPAD and ensure that all variances are promptly investigated, cleared and reconciled; and prepare necessary adjusting journal entry, if warranted.	Coordinate with LIPAD for reconciliation of the variances and require LIPAD to settle the verified variances with BCDA and request LIPAD to send a revised confirmation to COA.	SAPMD	June, 2023	Sept 2023	100% Implemented	The variance of P31,960,000.31 refers to the following:  1. P3,021,371.59 - pertains to LIPAD's accrual of additional share of BCDA as a result of the audit of 4Q2022. This was paid last 26 April 2023 per O.R. No. 5483240.  2. P469,392.29 - pertains to LIPAD's accrual of	

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								<p>BCDA's share from the unapproved discounts. This amount was paid last 09 June 2023 per O.R. No. 5483772.</p> <p>3. P5,213,877.03 - pertains to LIPAD's over-accrual of expense and forex difference.</p> <p>4. P20,243,068.03 - pertains to LIPAD's accrual of estimated BCDA's share from the outstanding trade and unbilled receivable of LIPAD from commercial</p>	

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								<p>and airport operations.</p> <p>The amount of P12,048,080.08 was remitted as of 2nd Qtr of 2023 while the remaining balance of P8,194,987.95 will be collected in the succeeding remittances.</p> <p>5. P3,012,291.37 - pertains to LIPAD's accrual of BCDA's share from unidentified deposits.</p> <p>LIPAD has remitted P2,659,239.23 to BCDA. (Annex H)</p> <p>LIPAD sent supporting documents for the excluded amount of Php 353,052.14 on 18 October</p>	

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								2023 subject to BCDA's validation.	
CY 2022 Observation No. 5  Due to Subsidiaries/ Joint Ventures/ Associates/ Affiliates	The verifiability of the balance of Due to Subsidiaries/Joint Ventures/ Associates/Affiliates account was not established due to a variance amounting to P14.932 million between the balance per book and the confirmed amount.	a. Require the ACD to reconcile records with its subsidiaries/affiliates to ensure that all variances are promptly investigated, cleared and reconciled; and prepare necessary adjusting journal entries, if warranted.	Conduct coordination meetings with all the subsidiaries/ Joint Ventures/ Associates/ Affiliates to reconcile the balances in their respective books of accounts.  Prepare the necessary journal adjusting entries and submit the corresponding JVs to the Audit Team for verification.	ACD	July 2023	Sep 2023	100% Implemented	<b>JHMC</b>  Issued an Accounting Instruction dated 11 October 2023 to JHMC with the proposed journal entries to reconcile the inter-company accounts. (Annex I)  <b>PPMC</b>  BCDA and PPMC signed a reconciliation statement as of June 30, 2023 indicating the reconciled balance of both entities. (Annex J)  <b>FBDC</b>  BCDA recorded its 50% share in Bonifacio Triangle	

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		b. Consider integrating in its Policy the reconciliation of records with subsidiaries/affiliates on a periodic basis.		ACD			100% Implemented	street lights in the amount of Php242,126.98 per APV No.000165. (Annex K)  BCDA shall conduct quarterly reconciliation of the balances in the books of accounts as agreed with CDC, CIAC, PPMC and JHMC. (Annex L)	
CY 2022 Observation No. 6  Receivables – Temporary Accounts	Transactions totaling P3.915 million were still in the temporary Accounts Receivable (AR) Clearing account and not reclassified/closed into their proper receivable account as at year end.	Require the TPF and ACD to reconcile their records to verify the transactions in the AR Clearing account and close/reclassify balances of the said account in their proper receivable accounts; and prepare the necessary adjusting journal entries, if warranted.	Verify the details of the outstanding balance of the AR Clearing account and trace the transaction details of each customer; prepare the necessary adjusting journal entries.	ACD	June 2023	Sept. 2023	100% Implemented	Verified the journal entries of the AR Clearing accounts and made correcting entries to adjust the appropriate accounts. (Annex M)	

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			BCDA shall submit the journal entries for the necessary adjusting entries to COA.						
CY 2022 Observation No. 7  Financial Assistance to Project-Affected-People in New Clark City	The payments for Financial Assistance (FA) to the informal settlers/Project Affected Persons (PAPs) in the development of New Clark City (NCC) from CYs 2016 to 2022 totaling P431.396 million based on the value of trees/crops planted and structures built are contrary to Article 449 of Republic Act (RA) No. 386 otherwise known as the New Civil Code of the Philippines; hence, considered illegal. Moreover, the BCDA Implementing Guidelines used as the legal basis was not submitted to the	a. Discontinue the payment of FA to PAPs based on the value of forest/ fruit-bearing trees and structures and submit justification on the use of the value of forest/ fruit-bearing trees and structures in the payment of FA otherwise, a Notice of Disallowance shall be issued;	Discontinue the payment of FA to PAPs based on the value of trees and structures until the required justification has been complied with.	ESSD/SSD	June 2023	until lifted by COA	100% Implemented	Payments of FA for trees and structures were temporarily suspended in June 2023 pending the receipt of the OGCC approval of the Implementing Guidelines (IG).	
		b. Submit to OGCC the existing BCDA Implementing Guidelines for the FA to PAPs/informal settlers in NCC and request for legal review and opinion from the OGCC;	Secure OGCC opinion on the existing Implementing Guidelines on Grant of FA to PAPs.	ESSD/SSD	June 2023	Oct 2023	100% Implemented	BCDA received the OGCC Opinion No. 237, Series of 2023 dated 08 November 2023 on the proposed IG and a copy was submitted to COA on 20	

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	Office of the Government Corporate Counsel (OGCC), for legal review and opinion.							November 2023. (Annex N)	
		c. Submit document/s showing that the payment of FA to PAPs/informal settlers based on the value of forest/fruit-bearing trees and structures was actually recommended by the TWG created by the Special Committee on Bases Conversion of the House of Representatives, for approval of the BCDA Board of Directors; and	Submit the document/s showing that the payment of FA to PAPs/informal settlers based on the value of forest/fruit-bearing trees and structures as recommended by the TWG created by the Special Committee on Bases Conversion of the House of Representatives	ESSD/SSD	June 2023	Oct 2023	100% Implemented	Submitted the documents indicating that the payment of FA to PAPs based on the value of trees and structures was recommended by the TWG created by the Special Committee on Bases Conversion of the House of Representatives to COA. (Annex O)	
		d. Submit the updated Policy and Procedural Guidelines of BCDA in the eviction of informal settlers and basis of computation of the financial assistance and limitations, as	Same as item b	ESSD/SSD	June 2023	Oct 2023	100% Implemented	Same response with Observation No. 7.b.	



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		recommended by the OGCC.							
CY 2022 Observation No. 8  Financial Assistance to Project-Affected-People in New Clark City	Financial assistance totaling P6.947 million were granted and paid to 11 individuals even if they were not entitled to receive the same since they were not included in the Master List of PAPs in NCC prepared by BCDA.	Cause the refund/recovery of payments of FA from 11 individuals which were not included in the approved Master List of PAPs in NCC Project, or submit justification/basis on the payments made, otherwise, a Notice of Disallowance will be issued, if warranted.	Submit the updated Master List of PAPs to include the 11 individual PAPs.	ESSD/SSD	June 2023	Oct 2023	100% Implemented		Submitted to COA the Master List that includes the 11 individual PAPs. (Annex O)
CY 2022 Observation No. 9  Financial Assistance to Project-Affected-People in New Clark City	The Implementing Guidelines for the payment of FA to PAPs in NCC crafted and formulated by BCDA was not strictly implemented.	a. Submit justification why the claims of PAPs/informal settlers were processed despite non-compliance with the Implementing Guidelines;  b. Submit the lacking supporting documents to the Audit Team, otherwise, a Notice of	(Same in Observation No. 7, Item b).  Submit the required supporting documents, such as:	ESSD/SSD	July 2023	Oct 2023	100% Implemented		Same response with Observation No. 10.a.

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		<p>Suspension will be issued; and</p> <p>c. Henceforth, ensure compliance with the Implementing Guidelines for Financial Assistance to PAPs and pertinent</p>	<p>a. Duly signed Census Survey Forms;</p> <p>b. Updated Master List of PAPs;</p> <p>c. OGCC and BCDA Board-approved Implementing Guidelines for the Grant of FA to PAPs in NCC.</p> <p>Comply with the approved Implementing Guidelines for FA to PAPs pursuant to PD No. 1445 accordingly</p>				<p>100% Implemented</p> <p>100% Implemented</p> <p>100% Implemented</p> <p>100% Implemented</p>	<p>The duly signed survey forms from various years were submitted to COA. (Annex O)</p> <p>The Master List was submitted to COA. (Annex O)</p> <p>Same response with Observation No. 10.a.</p> <p>BCDA will comply with the OGCC Opinion No. 237, Series of 2023 dated 08 November 2023 on the proposed IG and a copy was submitted to COA on 20</p>	





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CY 2022 Observation No. 11  Performance Agreements with BCDA Subsidiaries	BCDA did not execute Performance Agreements (PAs) with Clark Development Corporation (CDC), and Clark International Airport Corporation (CIAC), its subsidiaries, as required under the provisions of Executive Order (EO) No. 62, which could result in conflicts on the obligations, roles, and functions of the BCDA as the owner and governing body while CIAC and CDC as Implementing Arms in the development of Clark Special Economic Zone (CSEZ) and Clark Freeport Zone (CFZ).	a. Execute PAs with CDC, and CIAC and its corresponding Financial Policy; and	Execution of Performance Agreements with CDC and CIAC.	CPD	May 2023	After the amendment of RA 7227	100% Implemented	BCDA shall await the approval of Amendments on RA 7227, before BCDA will execute the PAs.	Submitted to COA the letters of CDC and CIAC on the non-execution of PAs. (Annex P)
		b. Provide the Audit Team copies of the PAs of CDC and CIAC and Financial Policy upon execution.	Submit to COA the copy of PA and the financial policy.	CPD	May 2023	After the amendment of RA 7227	100% Implemented		
CY 2022 Observation No. 12	Payment of differentials for the monetization of leave credits of 29 BCDA employees for	Require the recovery/refund from the concerned BCDA employees who were granted with	Secure GCG's clarification on the differential for the monetization of	HRMD TPFD	July 2023	Oct. 2023	100% Implemented		The GCG has replied in its letter dated 11 July 2023 that "the monetization of

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Differential on Monetization of Leave Credits and Terminal Leave Benefits	the period September 29, 2021, to May 6, 2022, and the terminal leave benefits granted to one resigned employee, totaling P0.768 million, is contrary to Chapter I (1) of the CPCS Implementing Guidelines of EO No. 150, series of 2021.	differentials on the monetization of their leave credits for the period September 29, 2021 to May 6, 2022, and the terminal leave benefits to the resigned employee, otherwise, a Notice of Disallowance will be issued.	leave credits for the period September 29, 2021 to May 6, 2022. which was granted to the BCDA employees					leave credits and terminal leave is anchored on the salary rate of an employee. With this, BCDA can grant the differential of the monetization of leave credits and terminal leave of employees who received the same after 05 October 2021 should there be differential in their salary upon implementation of the CPCS", which was reconsidered per COA validation. (Annex Q)	
CY 2022 Observation No. 13  Grant and Payment of Discontinued ABIs under CPCS of EO No. 150 (RATA)	The Representation and Transportation Allowances of BCDA Officials for the period June to December 2022 were paid based on the new rates under CPCS Circular No. 2021-006 dated January 12, 2022,	a. Compute the RATA that should be granted/paid to BCDA officials from June to December 2022 using the rates provided in DBM NBC No. 548 dated May 15, 2013, and	BCDA shall recompute the RATA rates that should be granted/paid to BCDA officials from June to December 2022 using the rates provided in DBM NBC No. 548	HRMD PPMD-GSD  CPCS Committee			100% Implemented	BCDA computed and paid for the RATA underpayment in the amount of PHP796,250.00 from June 2022 to to May 2023 based on the rates provided in DBM NBC No.	





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	which is not yet effective pending the issuance by the GCG of the final Job Evaluation (JE) with career bands of each BCDA position resulting in underpayment of RATA to BCDA officials ranging from P87.97 to P42,000.00.	<p>compare the RATA paid under CPCS Circular No. 2021-006 dated January 12, 2022, and pay the resulting underpayment; and</p> <p>b. Henceforth, apply the existing RATA rates under DBM NBC No. 548 pursuant to the letter of GCG to BCDA on its authorization to implement the CPCS under EO No. 150 pending the issuance of</p>	<p>dated May 15, 2013 and compared the RATA paid under CPCS Circular No. 2021-006 dated January 12, 2022.</p> <p>The resulting underpayments will be paid out to the concerned employees once the budget for said expense has been secured.</p> <p>BCDA shall apply the existing RATA rates under DBM NBC No. 548 pursuant to the letter of GCG to BCDA on its authorization to implement the CPCS under EO</p>	<p>HRMD PPMD-GSD</p> <p>CPCS Committee</p>			100% Implemented	548 dated May 15, 2013	BCDA has reverted to the RATA rates under the existing DBM



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		GCG of the final JE results with the career bands of each position for BCDA.	No. 150 pending the issuance of GCG of the final JE results with the career bands of each position for BCDA.					NBC No. 548 starting June 2023.	
CY 2022 Observation No. 14  Grant and Payment of Discontinued ABIs under CPCS of EO No. 150 (RATA)	The existing policy/practice of BCDA in the computation and granting of pro-rated RATA was inconsistent with DBM NBC No. 548, which resulted in over/underpayment.	<p>a. Revisit the BCDA's existing policy and recompute the actual RATA that should be granted/paid to each BCDA officials/employees who are entitled to receive the said allowances based on the number of days of actual work performance on workdays in accordance with on the pertinent provisions of DBM NBC No. 548;</p> <p>b. Submit to the Audit Team the results of the recomputation of RATA, including</p>	<p>Draft a Revised Policy Guidelines on the Computation and Grant of RATA which shall be implemented immediately upon its approval.</p> <p>BCDA shall submit the recomputed RATA report.</p>	<p>HRMD GSD  CPCS Committee</p> <p>HRMD PPMD-GSD TPFD</p>	2Q 2023	3Q 2023	100% Implemented	<p>Revised Policy Guidelines on the Computation of RATA issued through OO No. 010 s. 2023 dated 18 August 2023. (Annex R)</p> <p>Same response with Observation No. 13.a.</p>	

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		<p>all supporting documents, for further verification; and</p> <p>c. Henceforth, ensure compliance with DBM NBC No. 548 by updating/revising the existing policy in the grant/payment of RATA.</p>	See item A				100% Implemented	Same response with Observation No. 13.a.	
<p>CY 2022 Observation No. 15</p> <p><b>Grant and Payment of Discontinued ABIs under CPCS of EO No. 150</b></p>	<p><b>BCDA did not observe the proper reckoning date in the computation of the three-year present value (PV) of discontinued allowances, benefits, and incentives (ABIs), which should be from receipt of the authorization of the Compensation and Position Classification System (CPCS) from Governance</b></p>	<p>a. Immediately seek clarification from the GCG in writing on the proper implementation of the new CPCS under EO No. 15, s. 2021 and the reckoning or starting date of the computation of the three-year PV of the discontinued ABIs;</p>	<p>Seek GCG's clarification on the proper implementation of the new CPCS under EO No. 15, s. 2021, and the reckoning or starting date of the computation of the three-year PV of the discontinued ABIs.</p>	<p><b>HRMD</b></p> <p><b>CPCS Committee</b></p>	<p>Apr. 2023</p>	<p>Sept. 2023</p>	<p>100% Implemented</p>	<p>Implemented per COA validation. (Annex A)</p>	

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	<p>Commission for GOCCs (GCG). Moreover, the ABIs already received by BCDA incumbents from January to May 2022 due to retrospective application of the CPCS totaling P25.195 million was deducted in the payment of 1<sup>st</sup> tranche, as a refund.</p>	<p>b. Submit to the Audit Team a copy of the clarificatory letter from GCG and its response, if any, for verification;</p>	<p>Provide COA with a copy of the clarificatory from GCG</p>		<p>Apr 2023</p> <p>Sept 2023</p>	<p>100% Implemented</p>		<p>Implemented per COA validation. (Annex A)</p>	
<p>c. Recompute the three-year PV of discontinued ABIs based on the responses from GCG, and cause the recovery from or reimbursement to the under or over paid BCDA incumbents, respectively, if any; and</p>		<p>BCDA shall recompute the 3-year PV of discontinued ABIs payable to the concerned employees after having received the GCG reply to BCDA's clarificatory letter stating that "the reckoning period for the computation of the 3-year present value is the date of receipt of BCDA of its ATI,"</p>		<p>Apr 2023</p> <p>Sept 2023</p>	<p>100% Implemented</p>		<p>Implemented per COA validation. (Annex A)</p>		
<p>d. Henceforth, ensure compliance with the issuances of the GCG relative to the new CPCS under</p>		<p>BCDA shall reimburse the affected underpaid BCDA</p>			<p>100% Implemented</p>		<p>Implemented per COA validation. (Annex A)</p>		

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		EO No. 150, s. 2021 and implement properly to all covered BCDA incumbents.	employees accordingly.						
CY 2022 Observation No. 16  Grant and Payment of Discontinued ABIs under CPCS of EO No. 150 (ACA)	The Additional Compensation Allowance (ACA) of P1,000/person/month, which was included by BCDA in their computation of the three-year PV of discontinued ABIs, exceeded the existing rate authorized by the President prior to the CPCS amounting to P500/person/month; hence, contrary to Item No. 6 of CPCS Circular No. 2021-009, resulting in an overpayment to 142 BCDA incumbents estimated at P478,389.35 and could be considered as an irregular expenditure under	Cause the refund of the excess ACA granted and paid to 142 BCDA incumbents totaling P478,389.35, which exceeded the rate authorized by the President prior to the CPCS.	BCDA shall cause the recovery/refund of the excess ACA that were granted and paid to 142 BCDA incumbents.	HRMD TPFD  CPCS Committee	Apr. 2023	3Q 2023	100% Implemented	BCDA collected the disallowed ACA for CYs 2022 and 2023 in the amount of Php1,537,662.28 from the incumbent employees on August 10, 2023;  Receivables in the amount of Php 129,116.42 from retired/resigned employees have been collected in October 2023. (Annex Q)	

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					From	To			
	existing COA rules and regulations.								
CY 2022 Observation No. 17  Grant and Payment of Discontinued ABIs under CPCS of EO No. 150 (Retirees)	BCDA was not able to strictly or correctly implement Item No. 9 of CPCS Circular No. 2021-009 on the service obligation requirement for the 1st annual payout for five retired/resigned employees, which resulted in incorrect/non-refund of payment received estimated at P217,055.64.	Cause the recovery/refund of the correct prorated balance of unpaid service obligation from the five retired/resigned employees totaling P217,055.64 pursuant to Item No. 9 of CPCS Circular No. 2021-009.	BCDA shall cause the recovery/ refund of the correct prorated balance of unpaid service obligation from the five retired/resigned employees pursuant to Item No. 9 of CPCS Circular No. 2021-009.	HRMD TPFD  CPCS Committee	2Q 2023	3Q 2023	100% Implemented		Payment to retired/resigned employees was processed on 27 October 2023.
CY 2022 Observation No. 18  Grant and Payment of Discontinued ABIs under CPCS of EO No. 150 (Medical Benefits)	The unclaimed reimbursable Optical/Dental Benefits of 83 BCDA incumbents for CYs 2020 and 2021 totaling P0.577 million were included in the three-year PV of discontinued ABIs and the same were released to them as	Cause the recovery/refund of the reimbursable Optical/Dental Benefits of 83 BCDA incumbents for CYs 2020 and 2021 totaling P576,539.69 which were included in the three-year PV of discontinued ABIs, if warranted.	BCDA shall cause the recovery/ refund of the unclaimed Optical/Dental Benefits of 83 BCDA incumbents for CYs 2020 and 2021.	HRMD TPFD  CPCS Committee	2Q 2023	3Q 2023	100% Implemented		Implemented per COA validation. (Annex A)



AOM No./ Date	Audit Observations	Recommendations	Agency Action Plan				Status of Implementation	Reasons for Partial/ Delay/ Non-Implementation, if applicable	Action taken/ Action to be taken
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	part of the 1st annual payout, which is not in accordance with Item No. 6 of CPCS Circular No. 2021-009.								
CY 2022 Observation No. 19  Grant and Payment of Discontinued ABIs under CPCS of EO No. 150 (Magna Carta on Women)	Only two female employees who had history of pregnancy were considered by BCDA as entitled to the discontinued maternity benefit instead of uniformly treating all female BCDA incumbents who are still biologically/medically able to conceive, within the next three years.	Ensure that the new CPCS under EO No. 150, s. 2021 shall be implemented properly to all qualified BCDA incumbents after the receipt of the clarification from the GCG.	No further action shall be made by BCDA in this regard considering that the GCG has replied in their letter dated 11 July 2023 that "the GCG concurs with BCDA that it is reasonable to include the same (BCDA maternity benefit) in the computation of the 3-year present value of discontinued benefits of the employees who	HRMD  CPCS Committee	2Q 2023	3Q 2023	100% Implemented	Implemented per COA validation. (Annex A)	

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			are pregnant at the time of receipt of BCDA of its ATI."						
CY 2022 Observation No. 20  Grant and Payment of Discontinued ABIs under CPCS of EO No. 150 (Medical Benefits)	The propriety of the granting and payment of the discontinued medical benefits in excess of the P10,000 and P20,000 ceiling for non-chronic and chronic diseases in the total amount of P0.698 million to 19 BCDA incumbents, respectively, the full reimbursement of medical expenses for SG-30 and above, and the annual executive check-up, could not be ascertained due to the absence of approval from the BCDA Board of Directors and supporting documents showing the actual receipts	Immediately seek clarification from the GCG, in writing, on Medical benefits in excess of the ceiling for non-chronic and chronic diseases, reimbursement of Medical Expenses for SG-30 and above, Annual Executive Check-up; and submit approval from the BCDA Board of Directors and the supporting documents showing the actual receipts of the said expenses.	Management shall secure the necessary supporting documents, including the approval of the BCDA Board of Directors on the policy to grant the 3-year PV of discontinued medical benefits in excess of the P10,000 and P20,000 ceiling for non-chronic and chronic diseases, respectively, the full reimbursement of medical expenses for SG-30 and above, and the annual executive check-up.	HRMD  CPCS Committee	2Q 2023	3Q 2023	100% Implemented	The BCDA Board of Directors approved and ratified the computation and payment of three-year PV of discontinued medical benefits in the absence of actual receipts. (Annex Q)	

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					From	To			
	of the said expenses.								
CY 2022 Observation No. 21  Grant and Payment of Discontinued ABIs under CPCS of EO No. 150 (PERA)	The payment of the differentials for Personnel Economic Relief Allowance (PERA) to 145 BCDA officials and employees for the period October 5, 2021 to May 31, 2022, in view of the retrospective application and implementation of the Compensation and Position Classification System (CPCS) under Executive Order (EO) No. 150, is contrary to the rate prescribed in CPCS Circular No. 2021-003 dated January 12, 2022, resulting in overpayment totaling P0.540 million.	Cause the recovery/refund from BCDA officials and employees on the payment of PERA in excess of the rate provided under CPCS Circular No. 2021-003 dated January 12, 2022, otherwise, we are constrained to issue a Notice of Disallowance.	BCDA shall cause the recovery/refund of the appropriate amounts from the concerned BCDA officers and employees.	HRMD TPFD  CPCS Committee	Apr. 2023	Nov. 2023	100% Implemented	Deducted the appropriate amounts from the salaries of the concerned BCDA employees. (Annex T)	

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AOM No./ Date	Audit Observations	Recommendations	Agency Action Plan				Status of Implementation	Reasons for Partial/ Delay/ Non-Implementation, if applicable	Action taken/ Action to be taken
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					From	To			
CY 2022 Observation No. 22  Service Concession Revenue-Subic-Clark-Tarlac Expressway (SCTEX)	The Status Report submitted by Manila North Tollways Corporation (MNTC) was not timely validated by BCDA contrary to the Business Agreement (BA), and the Annual Performance Review criteria was not used in reviewing the said Report, which could result in non-assurance that all operation and maintenance requirements for Subic-Clark-Tarlac Expressway (SCTEX) were undertaken and complied by the Concessionaire.	Consider the Annual Performance Review Criteria, as provided in the BA, in conducting the review of Status Report to ensure that all operation and maintenance requirements for the year were undertaken by NLEX and make sure that the said review is conducted on time pursuant to Section 9.3 of the BA.	Submit the report prepared by SPMD on the Status Report.	SAPMD			100% Implemented		Implemented per COA validation. (Annex A)
CY 2022 Observation No. 23  VAT on the Approved Budget for the	The VAT applied by BCDA on the ABC was 12 per cent instead of five per cent as required under Department Order (DO) No. 197,	a. Consider revising the Contract Cost applying VAT of five per cent and/or deduct the excess	BCDA shall seek a clarification or confirmation letter from the Government Procurement Policy Board	SPMD			100% Implemented		Sent confirmation letters to GPPB, BIR and DPWH for the appropriate VAT rate to be used in the preparation of the

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Infrastructure Contracts	series of 2016 issued by the Department of Public Works and Highways (DPWH), hence, ABC for 23 projects was overstated totaling P1.359 billion and consequently, the contract cost awarded for six projects exceeded the correct ABC totaling P137.234 million.	VAT from the progress billings/retention money of the Contractors. If the contract cost was already paid in full and the retention money was already released to the Contractor, cause the recovery or refund of the excess VAT paid to them; and  b. Henceforth, ensure compliance with the pertinent	(GPPB), Bureau of Internal Revenue (BIR) and Department of Public Works and Highways (DPWH) for the appropriate Value-Added Tax rate to be used in the preparation of the Approved Budget for the Contract (ABC) of BCDA infrastructure projects.  Same as Item a					ABC of BCDA Infrastructure projects.  BCDA also sent follow-up letters to the mentioned government agencies for their confirmation.  In response to the inquiry of BCDA, DPWH issued a letter to BCDA confirming the appropriate VAT rate to be used for the preparation of ABC and clarifying the applicability of DPWH DO No. 197 particularly on the application of the 12% VAT on ABC consistent with the GPPB and BIR issuances, (Annex V).  BCDA shall use the 12% VAT rate in the computation of ABC consistent	

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		provisions of DPWH DO No. 197 in the preparation of ABC for infrastructure projects of BCDA.						with the DPWH opinion, GPPB, and BIR issuances.	
CY 2022 Observation No. 24  Consultancy Services – Individual	The propriety and/or reasonableness of the monthly fees granted to individual Consultants could not be ascertained due to insufficient and reliable market research on the prevailing market rates of the Consultants, which is contrary to the Joint Circular No. 2, s. 2020 dated October 20, 2020, issued by COA and the Department of Budget and Management (DBM). Moreover, BCDA has no established procedures on the factors to be considered in	a. Ensure that sufficient and reliable market research was conducted and documented by BCDA to determine the consultant's fee before engaging their services pursuant to COA-DBM Joint Circular No. 2, s. 2020 dated October 20, 2020; and	BCDA shall require the end-user unit when procuring an Individual Highly Technical Consultant (HTC) to submit a canvass form with complete information such as the name of the company, the person interviewed, the scope of works as well as the estimated HTC's fee that is based on the prevailing market rates which are at par to the HTC's proposed position.	<b>BAC-Secretariat</b>  <b>End-users</b>	March 20, 2023	Onwards	100% Implemented	BCDA has already been utilizing the approved guidelines and procedures on the engagement of HTC to ensure the propriety of the market research.  Moreover, the BAC Secretariat Division is to be responsible and accountable for the verification of the completeness of information in the canvass form with the end-user for compliance with RA 9184. (Annex W - Sample Canvass)	

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	conducting the market research and how to determine the consultant's fee.	b. Consider formulating a policy setting out the guidelines and procedures to be undertaken in hiring individual consultants and in determining the consultant's fee.	BAC Secretariat Division in coordination with concerned units shall prepare policy guidelines in accordance with the 2016 Revised Implementing Rules and Regulations of R.A. No. 9184 on the detailed procedures of the procurement process of the Individual Highly Technical Consultants (HTC) including the determination of the consultant contract price.	BAC-Secretariat Division	July 31, 2023	Onwards	100% Implemented	Submitted on 27 October 2023 the approved guidelines and procedures to COA. (Annex X)	

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CY 2022 Observation No. 25  Consultancy Services – Individual	The monthly rate/fee granted to two Consultants was equivalent to or more than the salary of Group Heads of BCDA, which appears to be excessive pursuant to COA Circular No. 2012-003.	Evaluate the monthly rates of consultants which exceed what is usual or proper and/or unreasonably high and beyond just measure or amount. Disbursement of government funds in violation of laws, rules and regulations may warrant the issuance of Notice of Disallowance.	BCDA shall appraise the rates of the Individual Highly Technical Consultants (HTC) judiciously given based on their expertise and prevailing market price prior to the commencement of procurement.	BAC-Secretariat Division	May 8, 2023	Onwards	100% Implemented		Implemented per COA validation. (Annex A)
CY 2022 Observation No. 26  Consultancy Services – Individual	The obligations of consultants were not in accordance with Section 7.1 and 7.3 of COA-DBM Joint Circular No. 2, s. 2020 and Section 2 of Annex B of the IRR of RA No. 9184, as these are redundant/duplication of jobs and functions of employees and different departments in BCDA	Consider discontinuing the contract of consultants whose work and services can be performed by regular plantilla personnel of BCDA.	BCDA shall formulate Policy Guidelines and Procedures in the Engagement of Highly Technical Consultants based on the CSC-COA-DBM Joint Circular No. 1, s. 2017 (Rules and Regulations Governing Contract of Service and Job Orders in the	BAC Secretariat Division  End-users  HRMD	July 31, 2023	3Q 2023	100% Implemented		Implemented per COA validation. (Annex A)

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			Government) for the evaluation of the needs of the end-user units to hire individual Highly Technical Consultants.						
CY 2022 Observation No. 27  Consultancy Services - Individual	Accomplishments of Consultants were not aligned to their obligations under the contract.	Ensure that the hiring of consultants is justified by determining whether the obligations, responsibilities and outputs of the consultant are met and fulfilled in a timely manner. Otherwise, consider discontinuing their contracts.	BCDA shall not process the payment of the individual Highly Technical Consultant (HTC) if the accomplishments are not aligned with their obligations in the contract.	BAC Secretariat Division  End-users  HRMD	July 31, 2023	3Q 2023	100% Implemented		ACD processes the payments only for the services of the HTC based on the accomplishment reports certified by the end-users in accordance with the obligations of HTC stipulated in the contract.
CY 2022 Observation No. 28  New Clark City Sports Complex	Subcontracted portions of the Operations and Maintenance (O&M) Services for the New Clark City Sports Complex exceed the threshold of 20 percent of the total project cost as provided in the	a. Submit the breakdown and basis of amounts for the Approved Budget of the Contract for the O&M;	BCDA shall submit the detailed breakdown and basis of amounts of the Approved Budget for the Contract of the O&M of the New	PPMD	May 18, 2023	Sept 30, 2023	100% Implemented		Prepared Summary of Cost and Detailed Breakdown of Price Schedule. (Annex Y)

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	Manual of Procedures for the Procurement of Goods and Services.	<p>b. Adhere to the 20 percent of the total project cost threshold as provided in the Manual of Procedures for the Procurement of Goods and Services for subcontracts; and</p> <p>c. Improve the Terms of Reference for subsequent biddings for the Operations and Maintenance of the New Clark City Sports Complex.</p>	<p>Clark City Complex.</p> <p>BCDA shall strictly comply and ensure that the total cost of subcontracted services of the O&amp;M will not exceed 20% of the total project cost.</p> <p>BCDA through CSG-PPMD as the end-user unit shall conduct extensive market sounding when crafting the Terms of Reference for O&amp;M of the New Clark City Complex to utilize for subsequent biddings by checking with</p>			<p>May 18, 2023</p> <p>Sept 30, 2023</p> <p>May 18, 2023</p> <p>June 21, 2023</p>	<p>100% Implemented</p> <p>100% Implemented</p>	<p>Required the O&amp;M Service Provider to execute an Affidavit of Undertaking to ensure that the subcontracted services will not exceed 20% of the total project cost.</p> <p>Conducted a detailed market sounding of government and private entities that implemented similar O&amp;M projects. The BCDA foreign consultant also assisted in finalizing the provisions of the TOR.</p> <p>Ongoing bidding for the Interim</p>	

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			other government and private entities that implemented similar O&M projects.					Operations and Maintenance of the New Clark City Sports Complex.	
CY 2022 Observation No. 29  New Clark City Sports Complex	Payments for Maintenance Services not outsourced by Philjaya were not properly substantiated and may result in overpayments by the government.	a. Review previous billings paid by BCDA and require Philjaya to provide additional supporting documents to justify the cost of Maintenance Services/Contracts that were not outsourced; and	BCDA shall require Philjaya to submit additional supporting documents to account for the cost of Maintenance Services/Contracts that were not outsourced.	PPMD	May 18, 2023	Sep 30, 2023	100% Implemented	The service provider submitted a certification that they have engaged additional workers and support personnel to augment its manpower complement to deliver its work scope concerning upkeep and maintenance of site development and river park landscape, without incremental cost to the O&M contract, and it was validated by the Project	

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		b. Improve validation procedures for the billing of the Operations and Maintenance of the NCC Sports Complex.	BCDA shall strengthen the Project Monitoring Team (PMT) for the Implementation of the Property Management Agreement for the Operations and Maintenance of NCC Sport Facilities by checking its functions and procedures for the validation of the billing for the Operations and Maintenance of			May 18, 2023	Sept 30, 2023	100% Implemented	<p>Monitoring Team (PMT).</p> <p>Attached also are copies of progress photos as documentation for additional works performed for the maintenance of the facilities. (Annex Z)</p> <p>The Project Monitoring Team (PMT) is created per Special Order No. 296, Series of 2023, dated 14 August 2023 (Annex AA).</p> <p>The SO was issued to better improve validation procedures for the billing of the Operations and Maintenance of the NCC Sports Complex, the PMT diligently conducts biweekly inspection and</p>

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			the NCC Sports Complex.					facilitates coordination meetings with the O&M Service Provider. PMT also presents observations based on the deliverables pursuant to the Minimum Performance Standard and Specifications (MPSS) and demand strict compliance and provision of the required actions. All observations form part of the review and payment of the billing for the O&M of the NCC Sports Complex.	
CY 2022 Observation No. 30  New Clark City Sports Complex	BCDA spent maintenance costs for the NCC Sports Facilities more than the total revenue derived therefrom.	a. Prepare/submit a Marketing Plan and Budget for the Sports Complex; and	Prepare and submit a Marketing Plan and Budget and recoupment	IPMD PPMD	Sep 2023	4Q 2023	75% Implemented	The draft Marketing Plan was presented to the Management Committee on 09 November 2023 subject to	

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		b. Conduct a study to determine the expected recoupment period of the Investment Property.	plan for the Investment Property to COA.	BDD	Nov 2023	Apr 2024	100% Implemented	<p>revisions and approval of the Management. (Annex BB)</p> <p>Submitted the proposed Terms of Reference to the Management Committee, and currently coordinating with an international financial institution, whose expertise were already tapped for the bidding of the airport project to start within the year with the Negotiated Procurement consistent with the Revised Implementation Rules and Regulations of RA 9184. (Annex CC)</p>	
CY 2022 Observation No. 31	The selling prices of Heritage Park Investment	a. Expedite the updating of the pricelist for the	LADD to secure OP/CEO's approval of the	BDD	1Q 2023	3Q 2023	100% Implemented	The BCDA Management approved the	

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Heritage Park Investment Certificates	Certificates (HPICs) and the procedure for their disposition are not updated with the current market values despite the availability of appraisal reports for the year 2021 which deprived the government of additional funds and may result in losses of up to P1.293 billion.	<p>remaining 4,923 unsold memorial products and incorporate it in the Procedure for the Disposition of HPICs;</p> <p>b. Provide the Audit Team copies of the approved pricelist, revised procedure for the disposition of HPICs, 2022 Appraisal Report for HPICs, and other pertinent documents; and</p> <p>c. Refrain from selling memorial products until the new pricelist based on the latest appraisal is approved by the Board of Directors.</p>	results of the appraisal and adopt the approved results as basis for setting the selling price for BCDA-owned HPICs.				<p>100% Implemented</p> <p>100% Implemented</p>	<p>Selling Price of BCDA-owned HPICs on 01 September 2023.</p> <p>Transmitted to RMMI the pricelist for the BCDA-owned HPICs on 13 September 2023. (Annex DD)</p> <p>Submitted to COA the pricelist on 14 September 2023. (Annex EE)</p> <p>Implemented per COA validation. (Annex A)</p>	

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CY 2022 Observation No. 32  Fuel, Oil and Lubricants Expense	The Bids and Awards Committee (BAC) and the Head of the Procuring Entity (HoPE) did not issue a Resolution to delegate specific officials, personnel, committee or office in BCDA that will conduct the procurement of petroleum, oil, and lubricant products through Direct Retail Purchase, which is contrary to Part IV (J) of Annex H of the IRR of RA No. 9184; hence, the propriety and regularity of the procurement of petroleum fuel, oil and lubricants could not be ascertained.	Require the BAC to adhere with the requirements, conditions and procedures set forth under Section 53.14 and Annex H of the IRR of RA No. 9184 by issuing a Resolution, as approved by the HoPE, to properly delegate and authorize the specific officials, personnel, committee, or office to conduct the procurement of petroleum, oil and lubricant products through Direct Retail Purchase.	The Bids and Awards Committee for Goods (BAC-G) shall issue a resolution that is approved by the PCEO for the delegation of authority to the Procurement and Property Management Department - General Services Division (PPMD-GSD) to directly purchase Petroleum Fuel, Oil and Lubricants (POL) products pursuant to Annex "H" Consolidated Guidelines for the Alternative Methods of Procurement of the 2016 Revised Implementing Rules and	BAC-Goods  BAC-Secretariat	May 11, 2023	Onwards	100% Implemented	Implemented per COA validation. (Annex A)	




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			Regulations (RIRR) of R.A. No. 9184.						
CY 2022 Observation No. 33  Fuel, Oil and Lubricants Expense	Fuels/gasolines for automotive vehicles of BCDA purchased through Direct Retail Purchase under Section 53.14 of the IRR of RA No. 9184 were procured without a valid contract, depriving the government of the most competitive and advantageous price/terms.	Immediately execute a contract or agreement with the selected gasoline or service station for the procurement of POL products and assert feasible terms and conditions that are most advantageous to BCDA.	BCDA shall execute a contract with the selected gasoline or service station in accordance with the procurement conditions and procedure under Section 53.14 "Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions" of the 2016 Revised Implementing Rules and Regulations of R.A. 9184.	PPMD	May 2023	Sept 2023	100% Implemented	The Management approved the Terms of Reference (TOR) on 09 August 2023.  Submitted to COA the copies of letter-conforme, Purchase Order (PO)/Contract and Notice to Proceed on 16 October 2023. (Annex FF)	

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CY 2022 Observation No. 34  Lease of the Association of SouthEast Asian Nations (ASEAN) Villa No. 14.	Private individuals were allowed to occupy ASEAN Villa No. 14 without a perfected lease agreement and no rental payments resulting in loss of income for the government.	<p>a. Discontinue the practice of allowing private individuals to occupy government properties without executed contracts.</p> <p>b. Collect rental payments from the tenant starting from the date the unit was turned over/occupied by the private individual, otherwise, a Notice of Charge will be issued; and</p> <p>c. Execute a contract of lease for the ASEAN Villa No. 14 and provide the Audit Team a copy of</p>	<p>BCDA shall issue a letter to collect rental fees for the actual use of the ASEAN Villas from the time of the Occupant's receipt of the unit until July 2023. The letter shall serve as notice to vacate and demand for payment of rent of the unit.</p> <p>Facilitate the marketing of Villa No. 14 upon completion of the repair and</p>	BDD	July 2023	4Q 2023	100% Implemented	<p>The Occupant wrote BCDA a letter expressing its intent to discontinue the use of the property, and application of the partial down payment made for the use of the Villa.</p> <p>On 06 September 2023, the Occupant of Villa No. 14 received the Demand Letter and Notice to Vacate. (Annex GG)</p> <p>The repair and maintenance of the Villa shall be undertaken prior to the marketing and disposition of</p>	



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		the same within five working days from the execution, for auditorial and legal review.	maintenance of the unit.					the Villa. (Annex HH)	
CY 2022 Observation No.35  Receivables	Accounts Receivables totaling P13.006 million remained dormant or non-moving in the books of accounts for 10 years or more as of December 31, 2022, and the same were not yet requested for write-off contrary to COA Circular No. 2016-005.	Exhaust all possible actions/remedies to collect the dormant receivables, otherwise, facilitate the request for write-off, if warranted, pursuant to Circular No. 2016-005 dated December 19, 2016.	BCDA shall adhere to COA's recommendation and will review the Accounts Receivables / Dormant accounts, and make appropriate recovery procedures, before seeking board approval for write-off actions.	ACD TPFD	July 2023	Dec. 2023	100% Implemented	All efforts were exhausted to pursue collection for the above accounts, but to no avail. Management sought approval of the BCDA Board for the write-off of the dormant accounts on October 25, 2023. (Annex II)  BCDA shall send the letter-request for the authority to write off the dormant accounts to COA on or before 30 November 2023. (Annex II).	

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			Action Plan	Dept. Responsible	Target Implementation Date				
					From				To
CY 2022 Observation No. 36  Non-submission of various contracts and supporting documents	The copies of contracts and complete supporting documents for 20 infrastructure projects of BCDA from CYs 2018 to 2022 with total contract cost amounting to P21.953 billion were not yet submitted to the office of the Auditor, which is not in accordance with COA Circular No. 2009-001 dated February 12, 2009, resulting in delayed auditorial and legal review of the contracts.	Submit the certified true copies of the documentary requirements and henceforth, ensure compliance with the timely submission of contracts and supporting documents in accordance with COA Circular No. 2009-001.	Closely coordinate with various departments and BAC Division to monitor and update the contract execution and accomplishment of required supporting documents to ensure timely submission to the COA Audit Team per COA Circular No. 200900012	RAD	Continuously until completion of all projects.	95% Implemented  (for contracts and supporting documents upon signing of contracts)	BCDA submitted additional supporting documents of contracts specified in the AOM No 2023-01. Since the majority of contracts, subject of AOM No 2023-01, are not yet completed, BCDA shall submit remaining supporting documents as soon as these contracts are fully implemented. 91% of the projects' documentary documents have been submitted to COA, as of 23 September 2023.  Memo, dated 08 August 2023 was sent to concerned BCDA Operating Units requesting them to submit documentary requirements for		

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								<p>projects that are already completed.</p> <p>BCDA transmitted to COA on October 02, 2023 the certified copy of contract with attachments between BCDA and Credibuild in connection with the award of the Construction of the Various Structures and facilities in the 100 Hectares within the BTP - Phase 1, Package 3 and 2] Executive Summary/ Report with Annexes, as one of the supporting documents to the contract for the Construction of Airport to NCC Access Road - Phase 1. (Annex JJ)</p>	

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CY 2022 Observation No. 37  Leave Applications	The Applications for Leave of personnel were filed and approved only through the enterprise resource planning system (ACUMATICA) instead of using the form prescribed by the Civil Service Commission (CSC), thereby violating the Omnibus Rules on Leave (ORL) issued by CSC. Consequently, the Audit Team was precluded to verify the propriety of the leaves availed by employees due to non-submission of supporting documents.	Instruct the HRMD to require the BCDA officers and employees to properly file leave of absence using the Application for Leave Form prescribed by CSC under the ORL and MC No. 5, s. 2021 dated April 28, 2021.	BCDA officers and employees shall be required to file leave using the Application for Leave Form prescribed by CSC under the ORL and MC No. 5, s. 2021 dated April 28, 2021.  HRMD shall process applied leaves in accordance to existing Omnibus Rules on Leave	HRMD			100% Implemented		Implemented per COA validation. (Annex A)
CY 2022 Observation No. 38  Leave Applications	The required period in filing the vacation leave (VL) pursuant to the ORL was not strictly implemented.	Strictly adhere with the required period in filing VL in accordance with the ORL, as amended.	BCDA will strictly adhere with the required period in filing VL in accordance with the ORL, as amended.	HRMD			100% Implemented		Implemented per COA validation. (Annex A)

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CY 2022 Observation No. 39/40  Property and Equipment - Property Inventory Form and Conduct of Annual Inventory Taking	Some of the details/information in the Property Inventory Form is not consistent with the Report on the Physical Count of Property, Plant and Equipment (RCPPE), which may result in incorrect assessment of general insurance coverage for the properties of BCDA by the Government Service Insurance System (GSIS).	a. Reconcile the information/data in the PIF vis-à-vis RCPPE and verify/identify the properties that should be insured with GSIS in accordance with COA Circular No. 2018-002; and	BCDA will reconcile the PIF and RCPPE and identify properties to be insured with GSIS.	PPMD	June 6, 2023	Sept 30, 2023	100% Implemented	Reconciliation is done for PIF and RCPPE. (Annex KK)	
		b. Resubmit the revised PIF to GSIS with a covering letter on the reasons for revision, if warranted.	BCDA will submit a revised PIF to GSIS specifying the reasons for revision.		June 6, 2023	Sep 30, 2023	100% Implemented	Revised PIF was submitted to COA and GSIS on September 29, 2023. (Annex KK)	
	Some practices and procedures prescribed under COA Circular No. 2020-006 dated January 31, 2020, were not strictly observed by the BCDA Inventory Committee in the conduct of Annual	Require the BCDA Inventory Committee to update the list of properties for all BCDA Office, if applicable, and henceforth, ensure compliance with the procedures set forth under COA Circular No. 2020-006 in the conduct of	BCDA will update the list of properties for all BCDA office	PPMD	June 6, 2023	Jan.31, 2024	100% Implemented	The Inventory Committee of BCDA will strictly follow the practices and procedures in the conduct of 2023 Annual Physical Count of PE.	



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	Physical Count of PE.	annual inventory count of properties.							
CY 2022 Observation No. 41  Gender and Development	The BCDA GAD Focal Point System (GFPS) was not able to formulate/prepare the CY 2022 GAD Plans and Budgets (GPB) to be submitted to the Philippine Commission on Women (PCW), which is not in compliance with PCW Memorandum Circular No. 2021-04, hence, the gender mainstreaming was not achieved contrary to Republic Act (RA) No. 9710, resulting in non-assurance that women empowerment and gender equality were attained.	<p>a. Strengthen gender mainstreaming in BCDA by requiring the GFPS to comply with the applicable GAD laws, rules and regulations such as the formulation/preparation and submission of GAD Plans and Budget, and Accomplishment Report to the PCW;</p> <p>b. Integrate more GAD PAPs in the annual GPB and implement or revisit the existing BCDA GAD Manual to incorporate the identified gender</p>	BCDA shall adhere to all the recommendations of the COA Audit Team.	HRMD GFPS Committee			100% Implemented	<p>Reconstitution of the BCDA GFPS Committee members and hiring of GAD Specialists to strengthen the gender mainstreaming in BCDA.</p> <p>Implemented per COA validation. (Annex A)</p> <p>The 2023 BCDA GPB has a total of twenty two (22) GAD activities/ programs/ projects and was endorsed by PCW after meeting the required minimum 5% GAD budget allocation and</p>	



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		<p>issues therein in the GPB; and</p> <p>c. Consider adding more GAD programs/projects /activities or apply the HGDG tool for</p>					100% Implemented	<p>complied with the requested revisions within the prescribed deadline. This positive development was attained through the successful conduct of the following GAD Capacity Building Activities for the GFPS:</p> <ul style="list-style-type: none"> <li>- Training-Workshop on the Preparation of GPB held on Oct. 4-6, 2022; and</li> <li>- Workshop on the use of HGDG Tool held on Oct. 24-26, 2022.</li> </ul> <p>The BCDA GFPS was able to formulate four (4) projects that can be attributed to GAD by applying</p>	

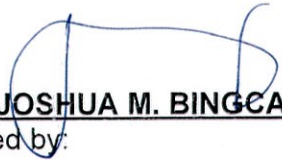
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		budget attribution to be compliant with the five per cent statutory requirement on the GAD budget to ensure the endorsement of annual GPB by the PCW.						the HGDG tool. (Annex LL)  Implemented per COA validation. (Annex A)	

  
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