



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

CIRCULAR LETTER

No.: 2023 - 8
June 8, 2023

To : Heads of Departments, Agencies, Other Executive Offices, Government-Owned or -Controlled Corporations/Government Financial Institutions, and State Universities and Colleges Concerned

Subject : **CONDUCT OF EXECUTIVE BRIEFINGS ON THE NATIONAL GUIDELINES ON INTERNAL CONTROL SYSTEMS (NGICS)¹ AND REVISED PHILIPPINE GOVERNMENT INTERNAL AUDIT MANUAL (RPGIAM)²**

- 1.0 In line with the efforts of the Department of Budget and Management (DBM) to strengthen internal control systems in government, especially with respect to the conduct of internal audit as a key part thereof, and in connection to its mandate to promulgate the necessary rules and regulations thereon pursuant to various executive issuances,³ a series of **executive briefings on the NGICS and RPGIAM** shall be held in four (4) batches on **19, 21, 26, and 28 July 2023, 1:00 PM to 5:00 PM**, via Zoom.
- 2.0 The NGICS and RPGIAM briefings aim to: **(i)** establish the context of the roles and responsibilities of the principals of internal audit units (IAU), i.e., Department Secretaries/Heads of the Agencies/Governing Boards/Audit Committees, and senior officials in the internal control system; **(ii)** deepen their understanding and appreciation of their accountabilities in terms of supervision; and **(iii)** apprise them on the intended functions of the IAU in the conduct of a separate evaluation of a sound internal control system that will ultimately help the agency promote effective, efficient, ethical, and economical operations in government.

¹ Issued under DBM Circular Letter No. 2008-8 dated 23 October 2008; serves as guide of heads of departments and agencies in the design, installation, implementation, and monitoring of their respective internal control systems taking into consideration the requirements of their organization and operations

² Issued under DBM Circular Letter No. 2020-8 dated 26 May 2023; aims to assist government agencies concerned in the Executive Branch in establishing and thereafter strengthening their internal audit function to promote effective, efficient, economical and ethical operations in government, among other objectives

³ Administrative Order (AO) No. 119, s. 1989, as amended by AO No. 278, s. 1992 and AO No. 70, s. 2003; Memorandum Order No. 277, s. 1990; and Memorandum Circular No. 89, s. 2005

- 3.0 In this regard, the participation of the Department Secretaries, Heads of Agencies, and Members of the Board of Directors/Audit Committees, as well as the senior officials of the target agencies, is hereby requested. The schedule and list of target agencies per batch are listed in the attached **Annex A**.
- 4.0 Each target agency is further requested to designate a focal person whom the DBM may directly coordinate with. The focal person shall submit the accomplished reply form which should contain the **names of confirmed participants** who will be attending the executive briefing, as well the list of their advance questions, if any, to the DBM - Systems and Productivity Improvement Bureau at dbm-spib@dbm.gov.ph **on or before 12 July 2023 (Wednesday)**. The blank reply form may be downloaded from this link: <https://bit.ly/2023ExecBriefingRegForm>.

The provisional program for the purpose may likewise be accessed using this link: <https://bit.ly/2023ExecBriefingProgram>.

- 5.0 For the guidance of all concerned.


AMENAH F. PANGANDAMAN
Secretary



**TARGET AGENCIES FOR THE EXECUTIVE BRIEFINGS
ON THE NATIONAL GUIDELINES ON INTERNAL CONTROL SYSTEMS AND THE
REVISED PHILIPPINE GOVERNMENT INTERNAL AUDIT MANUAL**

Schedule	Target Agencies
Batch 1 19 July 2023 (Wednesday) 1:00 PM – 5:00 PM	Departments and Department-Level Entities <ol style="list-style-type: none"> 1. Office of the President (OP) 2. Office of the Vice-President 3. Department of Agrarian Reform 4. Department of Agriculture 5. Department of Budget and Management 6. Department of Education (DepEd) 7. Department of Energy 8. Department of Environment and Natural Resources 9. Department of Finance 10. Department of Foreign Affairs 11. Department of Health 12. Department of Human Settlements and Urban Development 13. Department of Information and Communications Technology (DICT) 14. Department of the Interior and Local Government (DILG) 15. Department of Justice (DOJ) 16. Department of Labor and Employment (DOLE) 17. Department of National Defense (DND) 18. Department of Public Works and Highways 19. Department of Science and Technology 20. Department of Social Welfare and Development 21. Department of Tourism 22. Department of Trade and Industry (DTI) 23. Department of Transportation 24. National Economic and Development Authority (NEDA)

Schedule	Target Agencies
Batch 2 21 July 2023 (Friday) 1:00 PM – 5:00 PM	Attached Agencies, Other Executive Offices, and Other Agencies <ol style="list-style-type: none"> 1. Procurement Service, DBM 2. National Museum, DepEd 3. Bureau of the Treasury, DOF 4. Securities and Exchange Commission, DOF 5. National Telecommunications Commission, DICT 6. National Police Commission, DILG 7. Public Attorney's Office, DOJ 8. Office of the Solicitor General, DOJ 9. Overseas Workers Welfare Administration, DOLE 10. Professional Regulation Commission, DOLE 11. Armed Forces of the Philippines - General Headquarters, DND 12. Armed Forces of the Philippines - Philippine Air Force, DND 13. Armed Forces of the Philippines - Philippine Army, DND 14. Armed Forces of the Philippines - Philippine Navy, DND 15. Technical Education and Skills Development Authority, DTI 16. Philippine Coast Guard, DOTr 17. Commission on Population and Development, NEDA 18. Philippine Statistics Authority, NEDA 19. Dangerous Drugs Board, OP 20. Energy Regulatory Commission, OP 21. National Historical Commission of the Philippines 22. National Intelligence Coordinating Agency, OP 23. National Security Council, OP 24. Philippine Drug Enforcement Agency, OP 25. Commission on Human Rights

Schedule	Target Agencies
<p>Batch 3 26 July 2023 (Wednesday) 1:00 PM – 5:00 PM</p>	<p>State Universities and Colleges</p> <ol style="list-style-type: none"> 1. University of the Philippines-Manila (NCR) 2. Eulogio "Amang" Rodriguez Institute of Science and Technology (NCR) 3. Rizal Technological University (NCR) 4. Don Mariano Marcos Memorial State University (Region I) 5. Mariano Marcos State University (Region 1) 6. Benguet State University (CAR) 7. Cagayan State University (Region II) 8. Nueva Vizcaya State University (Region II) 9. Bulacan State University (Region III) 10. Tarlac Agricultural University (Region III) 11. Tarlac State University (Region III) 12. Batangas State University (Region IV-A) 13. Occidental Mindoro State College (Region IV-B) 14. Bicol University (Region V) 15. Bicol State College of Applied Sciences and Technology (Region V) 16. Camarines Sur Polytechnic Colleges (Region V) 17. Partido State University (Region V) 18. Sorsogon State College (Region V) 19. Aklan State University (Region VI) 20. Capiz State University (Region VI) 21. Iloilo State College of Fisheries (Region VI) 22. Northern Iloilo Polytechnic State College (Region VI) 23. Iloilo Science and Technology University (Region VI) 24. West Visayas State University (Region VI) 25. Negros Oriental State University (Region VII) 26. Visayas State University (Region VIII) 27. Mindanao State University (MSU) – Iligan Institute of Technology (Region X) 28. University of Science and Technology of Southern Philippines (Region X) 29. University of Southeastern Philippines (Region XI) 30. MSU (BARMM)

Schedule	Target Agencies	
Batch 4 28 July 2023 (Friday) 1:00 PM – 5:00 PM	Government-Owned or -Controlled Corporations/Government Financial Institutions	
	1. Authority of the Freeport Area of Bataan 2. Bangko Sentral ng Pilipinas 3. Bases Conversion and Development Authority 4. Boy Scouts of the Philippines 5. Cagayan Economic Zone Authority 6. Cebu Port Authority 7. Development Academy of the Philippines 8. Duty Free Philippines Corporation 9. Employees Compensation Commission 10. Home Development Mutual Fund 11. Laguna Lake Development Authority 12. Lung Center of the Philippines 13. Manila International Airport Authority 14. National Irrigation Administration 15. National Kidney and Transplant Institute 16. Philippine Aerospace Development Corporation 17. Philippine Amusement and Gaming Corporation	18. Philippine Charity Sweepstakes Office 19. Philippine Children's Medical Center 20. Philippine Coconut Authority 21. Philippine Deposit Insurance Corporation 22. Philippine Economic Zone Authority 23. Philippine Health Insurance Corporation 24. Philippine Heart Center 25. Philippine Institute for Development Studies 26. Philippine National Railways 27. Philippine Ports Authority 28. Philippine Reclamation Authority 29. Senate Electoral Tribunal 30. Small Business Corporation 31. Subic Bay Metropolitan Authority 32. Southern Philippines Medical Center 33. Tourism Infrastructure and Enterprise Zone Authority

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