

CLARK INTERNATIONAL AIRPORT CORPORATION

AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION


Audit Observation and Recommendations

For the Calendar Year 2022

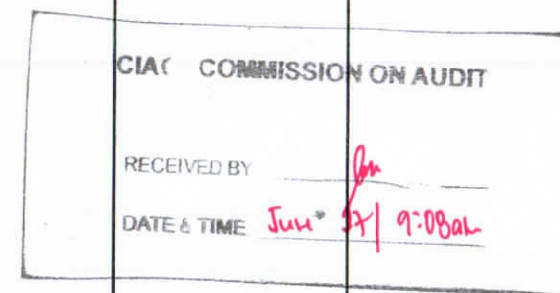
As of 22 June 2023

AOM NO.	Audit Observations	Audit Recommendation	Agency Action Plan				Status of Implementation	Reason for Partial/ Delay / Non-Implementation If Applicable	Action Taken/ action to be taken / Remarks
			CIAC COMMITMENT	Person/ Dept. Responsible	Target Implementation Date				
					Start	End			
2023-001(2022)-CIAC	The Clark International Airport Corporation (CIAC) has successfully implemented 22 out of its 23 Gender and Development (GAD) Programs/Activities/Projects (PAPs) programmed for calendar year (CY) 2022. Moreover, the Corporation has substantially and effectively complied with gender mainstreaming in all management processes due to allocation of funds for the GAD Plan and Budget (GPB) beyond the five percent (5%) threshold and a notable high fund utilization rate, which exceeded the approved budget by 52.05%. As a result, the responsiveness of PAPs intended to address identified gender issues was ensured, consistent with the provisions of the Philippine Commission on Women (PCW), National Economic Development Authority	a. Consistently observe timely submission of the Annual GAD Plan and Budget (GPB) and the corresponding Accomplishment Report (AR) pursuant to the provisions of COA Circular No. 2014-001 dated March 18, 2014 on the Revised Guidelines in the Audit of Gender and Development (GAD) Funds and Activities in the Government Agencies including the prescribed period of submission thereof to the COA Audit Team;	a. CIAC commits to consistently observe the provisions of COA Circular No. 2014-001 which is the submission of the Annual GAD Plan and Budget (GPB) and Accomplishment Report to COA Audit team after review of PCW.	GAD Focal Point System			Implemented	n/a	For GPB 2024, to be submitted to COA within 5 days from receipt of the approved plan from PCW. Still awaiting for the deadline of submission from PCW as of this writing For GAD Accomplishment Report, to be submitted within 5 days from the end of January 2024.
		b. Continue to allot the required funding for GAD-related activities	b. CIAC commits to allot at least five percent (5%) of its total agency budget	GAD Focal Point System	December 1, 2023	December 31, 2023	Implemented	n/a	For FY 2024, at least 5% of the total CIAC budget shall be allotted. Please see attached Annex A for the target Budget

CIAC COMMISSION ON AUDIT

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		b. Continue to allot the required funding for GAD-related activities	b. CIAC commits to allot at least five percent (5%) of its total agency budget	GAD Focal Point System	December 1, 2023	December 31, 2023	Implemented	n/a	For FY 2024, at least 5% of the total CIAC budget shall be allotted. Please see attached Annex A for the target Budget

	<p>(NEDA) and the Department of Budget and Management (DBM) Joint Circular (JC) 2012-01, Section 36 (a), Chapter VI of Republic Act (R.A.) 9710, or the Magna Carta of Women (MCW), and Paragraphs 2.3 and 6.1 of the aforementioned Joint Circular.</p>	<p>in the succeeding years in order to facilitate the attainment of more relevant and significant gender objectives in the pursuit of gender equality and women empowerment in the workplace;</p>	<p>for the implementation of its GAD plans, programs & activities that will promote Gender Equality and Equity in order to create a gender sensitive environment in the office and in the aviation complex.</p>						Calendar for CY 2024
		<p>c. Continue to develop more GAD programs/activities intended for the locators and investors of the CIAC that will build, create, establish and increase awareness on gender issues and women empowerment, thus, fulfilling the Corporation's mandate in ensuring a viable business environment for its locators and investors, employees, residents, local communities and stakeholders; and</p>	<p>c.1 Formulate agency GAD plans, programs and budget in response to the gender gaps and issues faced by their clients and constituencies, women and men employees, following the conduct of a gender audit, gender analysis, and/or review of sex disaggregated data;</p>	GAD Focal Point System	December 1, 2023	December 29, 2023		n/a	To submit the 2024 GPB to COA within 5 days from approval by PCW
			<p>c.2 Monitor the implementation of GAD-related programs, activities and projects in their respective offices and suggest corrective measures to improve implementation of GAD PAPs and GFPS activities;</p>	GAD Focal Point System	June 15, 2023	December 31, 2023		n/a	
			<p>c.3 Ensure the effective and efficient implementation of GAD programs, activities and projects and judicious utilization of the GAD budget.</p>	GAD Focal Point System	June 15, 2023	December 31, 2023		n/a	

		<p>d. Conduct regular evaluation and monitoring of accomplishments using the identified performance indicators to ascertain that all activities/projects are accomplished per plan, and revise the plan as warranted by prevailing circumstances, with a clear objective of addressing gender issues and concerns for a more responsive and effective government operations.</p>	<p>d. CIAC GAD-TWG is conducting a regular evaluation and monitoring of accomplishments during meetings, strategic planning and project assessment sessions.</p>	GAD Focal Point System	As per scheduled monthly meeting	As per scheduled Monthly meeting		n/a	<p>Please see attached Annex B for the minutes of the meeting from January 2023 to present for the CIAC GAD-TWG meetings and actual accomplishments/activities for the first quarter 2023.</p>
2023-002(2022)-CIAC	<p>The expenditure for the Procurement of 12 units of laptop computers amounting to ₱947,667.60 was deemed excessive, which is a departure from Section 2 of Presidential Decree (P.D.) No. 1445 resulting to lost savings ranging from ₱213,240.00 to ₱245,640.00 that could have been realized had the procurement been judiciously and meticulously planned, including the conduct of validation by the Bids and Awards Committee (BAC) or the Procurement</p>	<p>a. Cause the refund of ₱230,820.00 by responsible officials and employees of the Corporation for the overpriced transaction that was deemed excessive expenditure, resulting in a loss to the government and placing the latter in a disadvantageous position. Otherwise, this will be disallowed in the audit;</p>					Implemented		<p>The supplier, RGW Computer Trading, returned the amount of TWO HUNDRED THIRTY HUNDRED TWENTY PESOS (Php230,820) on April 13, 2023 through Security Bank Check No. 0159411 dated April 13, 2023. Please see Annex C for the copy of OR No. 9073376Z</p> <p>During the BAC Meeting on 24 March 2023, the BAC Chairperson discussed the AOM concerning the overpriced laptop computers. The Chairperson reiterated that everyone should take the said matter seriously and be careful with the budget and do</p>

	<p>Department to ensure that the Corporation is entering into a contract with a supplier that is technically, legally, and financially capable, with the ultimate goal of protecting the interests of the government.</p>	<p>b. Warrant that all information and documents posted on the Corporation's and PhilGEPS websites are verified, accurate, and consistent with other documents to promote data integrity and encourage fair competition;</p> <p>c. Instruct the Bids and Awards Committee (BAC) to execute the procurement activities as planned in order to prevent delays in the project implementation and to effectively validate and scrutinize the supplier's technical, legal, and financial capabilities that are qualified to transact or enter into a contract with the government;</p>	<p>a. Warrant that all information and documents posted at CIAC and PHILGEPS website are verified, accurate and consistent with other documents to promote data integrity and encourage fair competition;</p> <p>b. Instruct the BAC to execute the procurement activities as planned. As a matter of fact, as early as November and December 2022 and early January 2023, the CIAC Management Committee through the recommendation of the BAC has already informed all departments strictly abide with their procurement activated schedules and the same shall be properly reflected in their OPCR/IPCR with the penalty of being disqualified from being entitled to</p>	<p>Procurement Division</p> <p>Bids and Awards Committee</p>	<p>Starting 2024</p>	<p>Starting 2024</p>	<p>Implemented.</p> <p>For implementation</p>		<p>not overpriced. He also requested the Internal Audit Department to help the BAC and Procurement Department to avoid such overpricing incident in the future. Please see attached Minutes No. 03-09 Series of 2023 (Annex D)</p> <p>Please see sample minutes of the meeting dated March 30 as attached in Annex E. The Administrative Manager reminded all staff to revisit the approved procedure and ensure that they will strictly follow and comply with all applicable provisions of the procurement law. That the said incident should not recur because the management shall act accordingly and shall impose appropriate sanctions to all involved personnel</p> <p>The OPCR for each department shall include as target the budget utilization of at least 90%.</p>
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		<p>d. Require the BAC and Procurement Department to strictly comply with the pertinent provisions of the Revised Implementing Rules and Regulations (RIRR) of Republic Act (R.A.) No. 9184, and Administrative Order (A.O.) No. 17, series of 2011, in support of the government policy on transparency, competitiveness, streamlined procurement process and public monitoring by ensuring that information on actual documentations agree with the information posted in the PhilGEPS;</p> <p>e. Require the BAC to perform validation of the technical, legal and financial capabilities of suppliers; and</p> <p>f. Consider upgrading the Windows Operating Systems and Office Software of the laptops procured to comply with</p>	<p>c. Require the BAC and Procurement Department to strictly comply with the pertinent provisions of the Revised Implementing Rules and Regulations (RIRR) of the Republic Act (RA) No. 9184, and Administrative Order (AO) No. 17, series of 2011, in support of the government policy on transparency, competitiveness, streamlined procurement process and public monitoring by ensuring that information on actual documentations agree with the information posted in the PhilGEPS;</p> <p>d. Upgrade the Windows OS License from Home to Pro to comply with Microsoft Software License Terms and for added security to mitigate the risks of</p>	Procurement Division				Implemented		<p>The BAC and the Administrative Department shall remind every meeting all members of the BAC, the BAC Secretariat, the Procurement Division and the TWG to compliance with the procurement law.</p>
				MIS / GIS Department	June 15, 2023	June 30 2023		Ongoing implementation.		<p>As of this writing, 11 out of 12 laptops were already updated to WINDOWS 11 PRO. All concerned officers issued with the said laptops were already informed to schedule their laptops for upgrading.</p>

[illegible]

	<p>projects/programs was most likely defeated.</p>	<p>Awards Committee (BAC) to review and evaluate these documents in a timely manner and execute the procurement processes as planned based on its approved Annual Procurement Plan (APP);</p>	<p>activities, and monitor the timely implementation thereof; The Bids and Awards Committee (BAC) have issued a memorandum dated January 13, 2023 reminding OPRs on the submission of pertinent documents for projects to be procured through public/competitive bidding for the calendar year 2023.</p>						<p>ensure the implementation of their projects as planned.</p> <p>During the 10 January 2023 CIAC Management Committee meeting, it was instructed by then OIC-P/CEO Darwin L. Cunanan to include the budget utilization in the employees' IPCR. Please see attached Annex F.</p>
		<p>c. Consider adopting Early Procurement Activities (EPA) as outlined in GPPB Circular No. 06-2019, dated July 17, 2019, to ensure timely delivery of goods, implementation of infrastructure projects, and rendering of consulting services. In this manner, the Corporation can mitigate the negative effects of unforeseen events that may affect the timeliness of the procurement activities of the Corporation; and</p>	<p>c. Instruct the BAC to conduct Early Procurement Activities for projects that have implementation date of January 2024 as early as October 2023, as provided by GPPB Circular No. 06-2019;</p>	BAC	August 1, 2023	August 31, 2023	For implementation		<p>During the deliberation of the Indicative Annual Procurement Plan for 2024, the BAC shall identify which project (such as but not limited to janitorial, security, ground maintenance and petroleum) should undergo Early Procurement Activities.</p>
		<p>d. Institute measures to enhance the Corporation's monitoring and reporting system to ensure that</p>	<p>d. Instruct the Performance Management Team Secretariat to propose to the Performance Management Team</p>	Performance Management Team	June 1, 2023	June 30, 2023	For implementation		<p>The PMT will convene to discuss the inclusion in the OPCR the facilitation of documentary requirements for the implementation of the approved projects and or</p>

		procurement activities are efficiently and judiciously conducted, implemented, and monitored, including the utilization of funds for the budgeted projects or programs during the year.	that mandatory inclusion of the implementation of procurement activities of the Office Performance and Commitment Report (OPCR) of all organizational units with budgeted programs and Individual Performance Commitment Report (IPCR) of employees involved for proper accountability. This has actually been done with the integration in the OPCR of each of the departments their budget utilization performance.						activities of the department listed in the approved CIAC Annual Procurement Plan with a weight of 5%.
2023-004-CIAC (2022)	The validity and reliability of the recorded Trust Liabilities and Other Deferred Credit accounts amounting to ₱16,496,514.02 and ₱1,135,119.61, respectively, as at December 31, 2022, aged over five to ten years were uncertain due to the absence of detailed analysis to prudently establish the likelihood of the settlement of the outstanding liabilities and facilitate their eventual derecognition. Meanwhile, the existence of negative subsidiary ledger balances with a total amount of	<p>a. Evaluate and analyze all recorded payables including Trust Liabilities and Other Deferred Credits accounts which remained outstanding and dormant for two years or more and submit the result of analysis and the corresponding supporting documents to the Audit Team for verification;</p> <p>b. Necessitate the forfeiture of unclaimed or unreleased performance</p>	The Accounting Department has prepared a detailed analysis of the outstanding trust liabilities and other deferred credits with contract expiration date per subsidiary account attached herein in Annex A, insofar as practicable.	Accounting Division			Implemented		
				Accounting Division	February 1, 2023	December 31, 2023	Ongoing implementation		Performance security and security deposit are forfeited based on the information that a CIAC property has been taken over given by Legal Department due to termination

	<p>₱2,462,303.69 indicates lapses in the recording of accounting transactions. The foregoing deviations are inconsistent with Philippine Accounting Standards (PAS) 1, Conceptual Framework for Financial Reporting, and International Financial Reporting Standards (IFRS) 9, affecting the fairness of the presentation of the liabilities account in the financial statements (FSs).</p>	<p>bonds and security deposits of the locators, concessionaires, and/or contractors to rectify and compensate any violations committed by the concerned parties during the duration of their contract or Lease Agreement, as warranted;</p> <p>c. Consider the likelihood of the settlement of the recorded payables and prepare the necessary adjusting entries to revert the dormant payables to Retained Earnings, as warranted;</p>	<p>The Accounting Department shall continue to scrutinize the contract for each subsidiary account and inform the remaining locators and vendors with long outstanding claims of the procedures, requirement and prescriptive period for claiming their refunds. Attached in Annex C is the status of notification. Claim of one of the notified locators i.e. 'Helpphilippineschool Foundation' was duly refunded in March 2023.</p>	<p>Accounting Division</p>	<p>February 1, 2023</p>	<p>December 29, 2023</p>			<p>of lease agreements. As an example, performance security and security deposit of Millennium Pan-Asia Infinity, Inc. amounting to P30,215,437.56 and P15,186,786.12 were forfeited and applied against the locator's outstanding receivables, respectively.</p> <p>As of May 8, 2023:</p> <ul style="list-style-type: none"> Various trust liabilities and other deferred credits and those from CDC books were applied against the customers receivable balances with a total amount of P1,960,576.42. Please see attached Journal Voucher No. 23/02-42 (Annex G) Refund to locator is P277,219.80. Please see Annex H for the Check Voucher. Total negative balances were reversed amounting to P2,189,174.26 due to erroneous posting of accounts.
		<p>d. Verify and analyze the negative subsidiary ledger balances and make the necessary adjustments on the locator's account to rectify the misclassifications noted in the audit;</p>	<p>In respect to the subsidiary ledgers with unusual/negative balances, the Accounting Department has dissected those identified by the COA and noted accounts related to rounding off errors in prior years</p>	<p>Accounting Division</p>	<p>February 1, 2023</p>	<p>December 29, 2023</p>	<p>For implementation</p>		

			<p>and erroneous postings to subsidiary ledgers attached herein as 'Annex D'. Rounding off errors will be included in prior year adjustments in CY2023.</p>						
		<p>e. Monitor all outstanding claims of locators, concessionaires, and contractors with terminated contracts and/or Lease Agreements and send notification letters informing them of the procedures, requirements, and prescriptive period for claiming their refunds. Otherwise, revert the same, provided that it has been outstanding for over two years; and</p>	<p>Accounts with proper notification which have been due and outstanding for over two years shall be reverted to 'Retained Earnings' by the Accounting Department, except those which can be applied against the receivable of the CIAC. List of identified subsidiary accounts for offsetting is attached herein as Annex B.</p>	Accounting Division	February 1, 2023	December 29, 2023	Ongoing implementation		
		<p>f. Henceforth, ensure that all payables are properly classified to avoid negative balances appearing on the subsidiary ledgers.</p>	<p>The Accounting Department shall inspect the remaining accounts with unusual balances and periodically review its ledgers in the future periods to avoid abnormal balances and prepare timely adjustments.</p>	Accounting Division			Implemented		

2023-005-CIAC (2022)	Non-observance of the guidelines under Paragraphs 1 and 2 of Annex "A" of the Revised Implementing Rules and Regulations (RIRR) of Republic Act (R.A.) No. 9184 on the conduct of feasibility and preliminary engineering studies to establish the technical viability of the project and non-compliance with the agreed terms and conditions of the contract for the project entitled "Design and Build of the New Eighteen-Storey Clark Air Traffic Control Tower Building Facility at Clark International Airport (CRK)" with a total contract cost of ₱316,433,647.94 flaunted several unresolved issues, such as the absence of a building permit and height clearance exemptions from regulatory bodies, which resulted to the delayed completion and utilization of the project. Ultimately, the financial interests of the Corporation and the general welfare of the public, who are the intended beneficiaries of the much-desired infrastructure, were put at stake.	a. Revisit and review the terms and conditions of the contract, including the deliverables and obligations of the contractor for the design and build project, for any violations committed thereunder, such as the conduct of an aeronautical study to determine the technical viability of the project concerning height clearances and restrictions of the Civil Aviation Authority of the Philippines (CAAP), which was not considered during the preliminary stage of the project, and the failure to secure a building permit prior to its construction;	i. During the preparation of Terms of Reference (TOR), the procuring entity shall specify that upon the receipt of the Notice to Proceed (NTP), the Day One (1) shall be the securing of all necessary permits for at least thirty (30) calendar days (c.d.) in addition to the implementation time schedule. Only after securing all necessary permits, the actual construction shall commence.	Engineering and Maintenance Department	For all infra projects	For all infra projects	Implemented		The terms of reference for the procurement of the project "Construction of Steel Framed Metal Roof of the Corporate Office Building (Bldg. 7584)" has already included the provision that upon receipt of the Notice to Proceed, the contractor shall be given at least 30 calendar days to secure all necessary permits in addition to the implementation time period. Please see attached Annex I.
		b. Secure a building permit from the Clark Development Corporation (CDC) for the said project to avoid the imposition of fines and penalties as provided in the Implementing Rules and Regulations (IRR) of the National Building Code of the Philippines (P.D. 1096). Likewise, for all	ii. As for the airport and other specialty projects, the procuring entity shall have an option to hire Contractors with airport experience relevant to the project notwithstanding the provisions of IRR of RA 9184.	Engineering and Maintenance Department	For all infra projects	For all infra projects	For implementation		On the issue on the delay of aeronautical study, the Contractor, MSV Construction and Supplies, will settle the payment terms with the service provider, CGX Aero. As per meeting with the service provider and the contractor last May 10, 2023, upon payment of 50% by the contractor for the aeronautical study, it would take 2 months to complete the study. Meetings were conducted on May 10 and May 19, 2023 by CIAC, BCDA and the contractor with regard to balance of work, workable areas and other issues on the project. The contractor resumed activities on the workable areas on 22 May 2023. Restoration and rectification of the temporary facilities are on-going and the conduct of aeronautical study. Please see attached minutes of the meeting, dated May 10 and 19, 2023 (Annex J).

		<p>future infrastructure initiatives of the Corporation, no construction shall be undertaken without first obtaining a building permit;</p> <p>c. Ensure full coordination with concerned government agencies or regulatory bodies like CAAP to achieve effective and more synchronized planning and implementation of the Corporation's projects and programs relating to airport developments or infrastructure facilities, and;</p> <p>d. Minimize or avoid further delays in project implementation by:</p> <p>i. Conscientiously carrying out the detailed engineering to ensure that issues such as height clearances and restrictions are properly addressed during the feasibility or preliminary engineering study prior to</p>							<p>The indicative approval of the aeronautical study and the resumption date of the construction activities (structural works, architectural works and MEPFS works) from level 13 up of the control tower building will be on 9-11 August 2023, with intended completion date of 21 December 2023</p> <p>Please see the following:</p> <ul style="list-style-type: none">• Contractor's Weekly Progress Report dated June 12-18, 2023• SWA• CGX Preliminary Impact Assessment
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		<p>project implementation;</p> <p>ii. Thoroughly reviewing and evaluating the Program of Works to ensure that project designs and estimates are properly prepared and that all phases of the projects are covered to minimize variation orders and time extensions, which often resulted to the increase of project cost and delayed completion;</p> <p>iii. Directing the Bids and Awards Committee (BAC) to properly verify and evaluate during post-qualification the operating conditions of equipment and other construction requirements, among others, to ensure adequacy, availability, and suitability of the contractor's technical capability; and</p> <p>iv. Strict monitoring</p>							
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		and supervision of the status/progress of projects undertaken by the Corporation.							
2023-006(2022)	In general, the Corporation has fully complied with the required processes and documentation relative to procurement planning as mandated under Sec. 7 of the Revised Implementing Rules and Regulations (RIRR) of Republic Act (R.A.) No. 9184.	<p>a. Require the proponent or end-user to ensure that the procurement activities for the Janitorial Services of the Corporation are conducted in a timely manner based on its approved Annual Procurement Plan (APP) before the expiration of the existing contract to avoid time extensions; and</p> <p>b. Institute measures to monitor and ensure compliance with the provisions of the revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184 in all stages of the Corporation's procurement processes or activities</p>	<p>a. In order to avoid time extensions, we shall require the end-user of the Janitorial Services Project to strictly adhere to the project's procurement timelines based on the approved Annual Procurement Plan. The procurement timeline activities of the said project shall be incorporated in the Office Performance Commitment and Review (OPCR) Form of the end-user for proper monitoring; and</p> <p>b. We shall institute measures to monitor and ensure compliance with the provisions of the Revised IRR of RA No. 9184 in all stages of the Corporation's procurement process or activities.</p>	<p>General Service Division or Engineering and Maintenance Department - Janitorial</p> <p>Performance Management Team - OPCR</p> <p>Administrative Department / Bids and Awards Committee</p>	<p>June 15, 2023</p> <p>Starting 2024</p>	<p>August, 30, 2023</p> <p>Starting 2024</p>	<p>For implementation</p> <p>For implementation</p> <p>Implemented</p>	<p>Adoption of the Guidelines on Renewal of Regular and Recurring Services for contracts which are deemed essential, indispensable, or necessary to the day-to-day operations of CIAC or procured repeatedly in the last 3 years which in this case the janitorial services requirement of CIAC.</p> <p>During the 10 January 2023 CIAC Management Committee meeting, it was instructed by then OIC-P/CEO Darwin L. Cunanan to include the budget utilization in the employees' IPCR. Please see attached Annex F.</p> <p>Strict evaluation of the BAC on the proposed project of the OPR, example as follows:</p> <p>a. Denying the request of the MIS to change the mode of procurement of the documents scanners from Public Bidding to Small Value Procurement as the change of mode will result to splitting. Please attached Annex K, Minutes No. 02-04, Series of 2023</p> <p>b. Deferment on the discussion of the project Contracting the Services for the Maintenance of 157.82 has. CIAC</p>	

									<p>Landside Sodded Grounds with ABC of P13,600,000 to make all the necessary adjustments or corrections of the proposed bidding documents. Please see attached Minutes No. 02-01, Series of 2023.</p> <p>c. Deferment of the pre-procurement conference for the project "Construction of Steel Frame Metal Roof of the COB Bldg 7584 and refer the bidding documents to the TWG for further review. Please see attached Minutes NO. 03-07, Series of 2023</p> <p>d. Numerous deferral resolved by the BAC for the procurement of Supply and Delivery of Table Top Document Scanner (Lot1); Supply and Delivery of A3 Laser Colored Printer (Lot2); Supply and Delivery of L2 Cloud Management Switch POE/POE+ (Lot3); and Supply and Delivery, Installation and Configurations of Network Attached Storage (Lot4) with total ABC of P7,885,000 due to specifications pertaining only to a particular brand, whether the items being procured are necessary for the daily operations, and pricing.</p>
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Prepared by:

 4/22/23
MITCHELLE S. CRUZ
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Reviewed/Approved by:


NANCY C. PAGLINAWAN
OIC – Office of the President and CEO