



Administrative Order
No. 11
Series of 2020

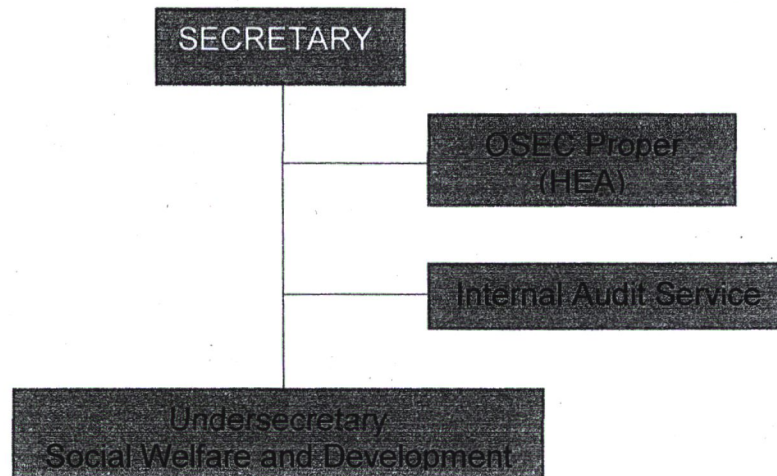
**Amendment to Administrative Order No. 01, Series of 2019,
“Management Reorganization of DSWD Central Office”**

In compliance with the Commission on Audit (COA) Circular No. 2018-003 dated November 21, 2018 prescribing the use of Internal Audit Standards and Internal Control Systems for the Philippine Public Sector and the approved Internal Audit Charter of the DSWD IAS,

“4.1 The IAS Director reports functionally and administratively to the Department Secretary to ensure organizational independence.xxx”

The following amendment to page 7 – Annex A and page 9 of Annex B of AO 1 is made:

**Annex A
Organizational Chart of the DSWD Central Office**



Annex B

THE SECRETARY

Office of the Secretary

Internal Audit Service (IAS)

Description	The IAS provides independent objective assurance and advisory activities designed to add value by recommending courses of action towards improving the operations of DSWD, its Offices, Bureaus, Services and Units (OBSUs), Field Offices (FOs) and Attached Agencies (AAs). IAS helps the Department achieve its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of governance, risk management, and internal control processes.
Specific Functions	<ol style="list-style-type: none">1. Advises the Department Secretary on all matters relating to management control and operations audits;2. Conducts management and operations audits of Department functions, programs, projects, activities with outputs, and determines the degree of compliance with their mandate, policies, government regulations, established objectives, systems and procedures/processes and contractual obligations;3. Reviews and appraises systems and procedures, organizational structures, asset management practices, financial and management records, reports and performance standards of the department proper, bureaus and regional offices;4. Analyzes and evaluates management deficiencies and assist top management by recommending realistic courses of action; and5. Performs such other related duties and responsibilities as may be assigned or delegated by the Secretary or as may be required by law and Internal Audit Charter.
Key Result Areas	<ol style="list-style-type: none">1. Risk-Based Assurance and Advisory activities on:<ul style="list-style-type: none">• Internal Control System• Risk Management• Good Governance2. DSWD-Wide Implementation of the Integrity Management Program (IMP)
Divisions	<ol style="list-style-type: none">1. Management Audit Division2. Operations Audit Division


	3. Special Audit Division 4. Integrity Management Committee Secretariat
--	--

This amendment shall take effect immediately.

Issued this 1st day of October, 2020 at DSWD Central Office,
Batasan Hills, Quezon City, Philippines.


ROLANDO JOSELITO D. BAUTISTA
Secretary

Certified True Copy:


01 OCT 2020
CHILOVA CHARISSE ALBORNOZ-BARRACA
Administrative Officer III
Records & Archives Mgt. Division