

**CERTIFICATION ON THE CONDUCT OF  
INTERNAL QUALITY AUDIT**

I, **GLENN B. SANTOS**, Filipino, of legal age, Administrator of the **Philippine Coconut Authority (PCA)**, being responsible and accountable in ensuring compliance on the guidelines on the grant of Performance Based Bonus for FY 2018, hereby declare and certify that an Internal Quality Audit was conducted in the different offices of Philippine Coconut Authority (PCA) on the following dates:

No.	OFFICE	DATE
1	Corporate Planning Service (CPS)	November 22, 2018
2	Human Resource Division (HRD)	August 12, 2018
3	Regional Office I-IV-B	November 16, 2018
4	Trade Information and Relations Division (TIRD)	November 16, 2018
5	Legal Affairs Service (LAS)	August 29, 2018
6	General Services Division (GSD)	October 23, 2018
7	Property Division (PD)	September 06, 2018
8	Administrative and General Services Department (AGSD)	August 31, 2018
9	Office of the Corporate Secretary (OCS)	August 29, 2018
10	Office of the Administrator (OFAD)	September 18, 2018
11	Collection & Disbursement Division (CDD)	November 20, 2018
12	Assessment and Monitoring Service (AMS)	November 17, 2018
13	Laboratory Services Division (LSD)	October 29, 2018
14	Oil Palm and Other Special Project/Concerns Division (OPOSPCD)	December 12, 2018
15	Internal Quality Audit Team (IQA)	December 18, 2018

IN WITNESS HEREOF, I have set my hand this \_\_\_\_\_ of 28 MAR 2019, \_\_\_\_\_ in Diliman,  
Quezon City, Philippines



**GLENN B. SANTOS**  
OIC-Administrator, PCA

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_\_ of 28 MAR 2019 in  
QUEZON CITY, Philippines, with affiant exhibiting to me his/her  
\_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

**ATTY. JOSE FLORO P. CRISOLOGO**  
Notary Public  
Until December 31, 2019  
IBP Lifetime No. LRN 02688 / May 2004  
PTR No 55/0957C / 1-3-18  
Adm. Matter No. NP-088 (2018-2019)  
(A.M. -02-3-13-SC)  
Roll No. 49462  
Address: Bldg. Holy Spirit  
Commonwealth, Quezon City

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