

2024 INTERNAL AUDIT ACCOMPLISHMENT REPORT

The Internal Audit Division (IAD) of UCPB Savings Bank remains committed to strengthening governance, risk management practices, and internal controls across the Bank. Guided by the approved Annual Audit Plan and aligned with industry standards, IAD carried out assurance, advisory, and monitoring activities throughout 2024 to support a culture of integrity, operational excellence, and accountability.

This report summarizes accomplishments of IAD from January to December 2024. The detailed 2024 accomplishment report of UCPBS Internal Audit Division was reported for notation of the UCPBS Audit Committee as well as the LANDBANK Audit and Compliance Committee.

I. SUMMARY OF 2024 ACCOMPLISHMENTS

1. Regular Audits Completed (Branches, Head Office Units, IT Units): IAD conducted audits across branch banking operations, selected Head Office units, and IT-related functions.
2. Special Reviews and Validation Activities: IAD undertook special assurance engagements and validation activities to support risk mitigation, regulatory compliance, and internal process strengthening.
3. Corrective Action Tracking & Governance Reporting: IAD monitored implementation of corrective actions across business units and provided monthly/quarterly updates to Management and oversight Committees.
4. Enhancement of Internal Audit Policies & Methodologies: Updates were made to internal audit manuals, charters, working papers, and methodologies to ensure alignment with best practices and regulatory expectations.
5. Capacity-building & Professional Development: The Division supported continuing education initiatives for auditors to maintain professional competence.

II. MONTH-BY-MONTH HIGHLIGHTS

Below is a monthly summary of non-confidential IAD accomplishments in 2024:

1. January 2024
 - Conducted scheduled regular audits covering selected branch operations and head office processes.
 - Presented quarterly governance and audit-related updates to oversight bodies.
 - Began annual Corrective Action Tracking monitoring for 2024.
2. February 2024
 - Continued branch and head office audits under the 2024 Audit Plan.
 - Updated risk-based audit planning assumptions aligned with regulatory expectations.
 - Prepared materials for year-end (2023) accomplishment consolidation.
3. March 2024
 - Presented the IAD 2023 Annual Report and first-quarter 2024 updates to internal governance bodies.
 - Completed additional scheduled audits and follow-through reviews.
 - Continued monitoring of audit issues and process improvements across units.
4. April 2024
 - Completed additional branch and head office audit engagements.
 - Implemented enhancements to audit testing templates and reporting tools.

- Performed selected IT-related audit procedures on in-scope applications or processes.
5. May 2024
 - Conducted regular audits as scheduled for the month.
 - Supported governance reporting requirements through consolidated operational updates.
 - Initiated or continued thematic reviews and validation activities such as process compliance checks.
 6. June 2024
 - Completed mid-year audit activities supporting the Bank's internal control and governance posture.
 - Participated in assurance activities requiring coordination with other business units.
 - Provided mid-year updates to oversight committees on audit plan execution.
 7. July 2024
 - Presented the mid-year accomplishment report and the recalibrated audit plan for the second half of 2024.
 - Conducted scheduled branch and head office audits.
 - Continued monitoring of corrective actions and process improvements.
 8. August 2024
 - Performed regular audits and thematic assurance reviews.
 - Conducted high-level analysis of common audit findings for internal management improvement initiatives.
 - Continued advisory support on updates to audit and governance frameworks.
 9. September 2024
 - Completed planned audits for the month across branches, head office units, and selected IT processes.
 - Provided updated governance and audit performance reports.
 - Supported the ongoing review of internal audit and committee charters.
 10. October 2024
 - Finalized audits scheduled under the 2024 amended audit plan.
 - Presented third-quarter accomplishment updates and audit-plan status.
 - Continued validation of corrective actions and implementation of audit process improvements.
 11. November 2024
 - Completed audits of selected branch and head office units.
 - Conducted special assurance reviews and validation activities (non-case-specific).
 - Submitted updated monitoring reports and planning documents for year-end activities.
 12. December 2024
 - Finalized year-end regular audits and IT-related audits.
 - Conducted targeted special reviews and validations, as needed.
 - Consolidated 2024 year-end IAD accomplishment metrics for submission to governance bodies.

III. 2024 AUDIT PLAN IMPLEMENTATION OVERVIEW

Based on the approved and recalibrated 2024 Audit Plan:

1. Branch Banking Audits: Majority of scheduled branch audits for 2024 were completed.
2. Head Office Unit Audits: Over half of the planned engagements were completed, with several in advanced stages by year-end.

3. IT-Related Audits: Core IT assurance activities were completed, with remaining engagements carried over based on prioritization.

The overall regular audit accomplishment rate reflects both completed audits and those in progress by year-end.

IV. OTHER SIGNIFICANT ACTIVITIES

1. Advisory, Governance, and Compliance Support
 - Provided quarterly and semi-annual internal audit reports to relevant oversight bodies.
 - Supported compliance-related validation activities (high-level, non-sensitive information only).
 - Assisted in governance reviews such as updates to internal manuals and audit methodologies.
2. Capacity Building
 - Supported attendance of auditors in competency development training programs.
 - Conducted internal audit meetings and technical discussions to enhance audit quality.
3. Participation in Bank-wide Processes
 - Provided non-assurance support such as participation in committee meetings and internal process improvement initiatives.
 - Assisted in Bank-wide exercises such as business continuity rehearsals and validation activities.

V. COMMITMENT TO QUALITY AND CONTINUOUS IMPROVEMENT

Despite a leaner workforce for a portion of the year, IAD continued to deliver value through:

1. Prioritized audit scheduling using a risk-based approach,
2. Agile adjustments to the audit plan to address emerging risks,
3. Strengthening coordination with business units, and
4. Continuing enhancements to audit tools and methodologies.

IAD remains committed to protecting the Bank's stakeholders by promoting accountability, sound governance, and risk-aware operations.

VI. CONCLUSION

The UCPB Savings Bank Internal Audit Division successfully delivered its mandate in 2024 through the completion of priority audits, enhancement of audit processes, and extensive governance reporting.