

Social Housing Finance Corporation  
BDO Plaza, 8737 Paseo De Roxas  
Makati City

**AGENCY ACTION PLAN AND STATUS OF IMPLEMENTATION**  
Audit Observations and Recommendations  
For the Calendar Year 2017  
*As of 15 July 2018*

No.	Audit Observations	Audit Recommendations	Agency Action Plan				Status of Implementation	Reason for Partial/Delay/Non-Implementation, if applicable	Action Taken/Action to be Taken
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					From	To			
1	The undistributed collections (UC) in the total amount of P374.503M remain unposted to Loan Instalment Receivable (LIR) due to absence of a policy on the proper and timely distribution of UC to the appropriate individual ledgers of the MBs, thus, the UC and the LIR accounts were overstated and understated, respectively, by the same amount. Moreover, GL or controlling account for UC was not reconciled with the SL balances, resulting in a variance of P174.797M or 53 % of the GL Balance. Both the over/understatement and variance adversely affect the fair presentation of the account balances in the financial statements contrary to Sec. 15 of PAS 1.	(a) Submit work breakdown schedule to post and allocate UC for CY 2017 by at least  i. 65% of the UC by 2018 ii. 35% of the UC by 2019	Conduct periodic reversal of complied/complete one year updating and restructuring payments, those with AOC findings, not in the masterlist and express lane projects.	Finance and Comptrollership Department (FCD)/Information and Communications Technology Department (ICTD)/ Concerned Operations Group	Jan 2018	-	On-going	Absence of an IT program that will properly and timely allocate collections.	- For accounts without Abstract of Collection, reversal made in 2017 amounted to P18M.  - For accounts under One-Year Updating Scheme, the reversal made amounted to P180.6M.  - For restructured accounts, monthly reversal is being done.  - For expresslane accounts, loan data are already encoded but payments are not yet posted.  - For HDH accounts, UCs are not yet posted. This

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									<p>is dependent on the IT program to be developed by ICTD.</p> <p>- For accounts not in the masterlist, the list of names and corresponding receipts per branch is uploaded in the FCD online for monitoring.</p> <p>- For remedial accounts, the reversal in 2017 amounted to P18.5M.</p> <p>Create a Technical Working Group (TWG) that will handle and resolve the UC problem.</p>

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		(b) Reconcile the variances between SL and GL balances by at least: i. 65% of the variance by CY 2018 ii. 35% of the variance by CY 2019	Continue the reconciliation of the GL and SL balances which was started in February 2018.  The activity also entails adjustments to reciprocal accounts, particularly the Trust Liability and Investment in SHFC accounts of SHFC and NHMFC.	FCD	Feb 2018	Oct 2018	On-going	Tedious documentation process and limitations in the IT system	The FCD is in the process of completing the working papers to support the proposal for the one-time adjustment to reconcile GL/SL balances between SHFC and NHMFC reciprocal accounts, specifically the Trust Liability and Investment Accounts.  This working paper will presented to the NHMFC in September 2018.

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		(c) Oblige the CAs to remit amortizations of MBs with Remittance Report and Abstract of Collection reflecting the individual monthly payments in accordance with the Collection Agreement.	Implement the audit recommendation.	FCD/ICTD/CMD/Concerned Account Officers	Nov 2016	-	On-going	Awaiting full implementation of the program.	With the implementation of the Operation Support Information System (OSIS) by the ICTD, all remittances shall be accompanied by a computer generated Abstract of Collections and Remittance Reports which will serve as an order of payment. This new system's feature will eliminate AOC related problems and those that are not in the masterlist.

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		(d) Require the ISD to enhance the database to include Express lane Projects, HDH Projects, Remedial Accounts and all other account not yet in the database.	Develop an IT program for the accounts.	Information and Communications Technology Division (ICTD)	Mar 2018	Q3 2019	On-going	Awaiting DICT's approval of the ISSP submitted by SHFC	The necessary program, particularly as regards the HDH accounts, has been incorporated in the Board-approved Information System Strategic Plan of SHFC which will be fully implemented after DICT's approval of the same.
		(e) Formulate policy on the number of days within which to distribute/allocate payments made by MBs to avoid the accumulation of UC.	Continuous implementation of the OSIS developed by the ICTD in place of a policy formulation.						With the implementation of the OSIS, allocation and or posting of payments (in house collections) to the proper accounts shall be done within 5 days to include validation of the payments.

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2	Assets of SHFC amounting to P21.031 billion were not stated at their fair value due to absence of policy on the assessment, measurement and recording of impairment losses as required under PAS 36 and 39 for CY 2017, thus, casting doubt on the reliability and valuation of the corporate assets.	Formulate policy/guidelines on the assessment, measurement and recording of required losses of its recorded assets as required under PAS Nos. 36 and 39 for CY 2017.	Implement the audit recommendation.  Hire the services of a Consultant to assist FCD in this undertaking.	FCD	Jul 2018	-	Not Implemented	Pending GAS reply to SHFC letter.	As agreed upon in the Exit Conference on 26 March 2018, the SHFC sent a letter request to COA-GAS on 24 July 2018 to allow SHFC to engage a Consultant who shall assist in the formulation of policies/guidelines on impairment of assets and the application of prospective provisions of the Standards.

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3	CMP accounts totalling P88.154 million transferred by NHMFC without the corresponding supporting documents and 638 accounts with negative balances amounting to P8.818 million casts doubt on the accuracy of the Insurance Receivable – MBs account balance of P295.382 million under the CMP, contrary to paragraph 15 of PAS 1.	(a) Analyze and reconcile the accounts with lapsed MRI premiums and immediately apply to future periods of insurance coverage or to the loan balances or refund to the MBs if loan is already fully paid.  (b) Strictly adhere to the Corporate Circular No. CMP-18 and SHFC Office Order No. 08-0137	Conduct one time reversal/reconciliation which shall serve as supporting document in recording the adjustments to balance the reciprocal accounts for both NHMFC and SHFC.	FCD	Oct 2018	-	Not Implemented	-	FCD is in the process of completing the working papers regarding the one-time reconciliation which shall be presented to the NHMFC in September 2018.
4	Interest income totalling P1.697 million earned on the bank accounts for the Trust Fund from the DILG held by SHFC was not remitted to the National Treasury, as required under	Return the funds which remain unutilized since the time it was received in September 2016 or coordinate with the	Coordinate with DILG for the signing of the Trust Agreement.	HDH-NCR	-	-	Partially Implemented	On-going compliance of the documentary requirements for Board approval of Phase 2 of the project.	Trust Agreement already signed.  Secure Board approval of Phase 2 of the project.





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	Section 4 of the General Provisions of the General Appropriations Act (GAA) for FY 2017, Section 65 (1) of Presidential Decree No. 1445 and Section 4.1 of COA Joint Circular No. 9-81, thus depriving the national government of the income.	DILG on the execution of the TA to initiate the immediate implementation of the project.							
5	Discrepancy of P1,533 million or 53%, for the 27,257 accounts under the Past Due Loans Instalments Receivable (PDLIR), exists between the General Ledger (GL) and Subsidiary Ledger (SL) balances amounting to P2,854 million and P1,321 million, respectively, as of October 2017, contrary to Section 111 of Presidential Decree (PD) No. 1445 and paragraph 15 of PAS No. 1, thus casting doubt on the accuracy and reliability of the account. Moreover, the	(a) Reconcile and adjust the MCR-Past Due account by at least: i. 30% by 2018 ii. 30% by 2019 iii. 40% by 2010  (b) Monitor and issue demand letters to the MBs with past due accounts who have not availed any	Conduct continuous reconciliation.	FCD	Feb 2018	-	On-going	N/A	Reconciliation is on-going. FCD is in the process of completing the working papers regarding the one-time reconciliation which shall be presented to NHMFC in September 2018.
				Concerned Operations Groups	N/A	N/A	N/A	N/A	

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	PDLIR account has remained past due and uncollected for a period ranging from four months to more than ten years and without a single payment after take out.	plan of payment offered by the Corporation.							
		(c) Offer restructuring plan of payment to ensure prompt collection to bring the account to its current status.	<i>*SHFC is unable to offer restructuring to delinquent accounts because the said program has already expired.</i>	N/A	N/A	N/A	N/A	N/A	N/A
		(d) Substitute delinquent accounts with new borrowers who have the capacity to pay.	<i>*SHFC requires substitution of delinquent MBs based on the existing guidelines</i>	Concerned Operations Groups	N/A	N/A	N/A	N/A	N/A
		(e) Foreclose the delinquent accounts specially those accounts more than ten years and without a single payment after take-out, after exhausting all	Initiate foreclosure of delinquent accounts.	Legal Division	-	-	On-going	-	Filed petition to foreclose 3 projects namely: Classica James Ph. III HOA1 (Quezon); Mariville Ph. II HOA1 (Quezon); and Vision Heights Christian Family

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		remedies, and consolidate in the name of the corporation as prescribed under RA 9507.							Community HOA (Pampanga).  The auction is in favor of SHFC. The Certificate of Sale (COS) is still to be obtained.
6	The Malinta Waterways Alliance Housing Cooperative (MWAHC) project amounting to P414,049 million was approved by the Board and payment amounting to P100,329 million was made despite findings of the GMMA Hazard Map that the lot is susceptible to moderate flooding, within the tsunami inundated area, susceptible liquefaction, thereby not suitable for relocation.	(a) Submit the result of the soil testing to ensure that the property is safe for the construction of 18 three-storey housing structure.  (b) If the result of the test is not favorable for the construction of the housing unit, require the refund of the P100,329 million.	Conduct further soil testing through a third party service provider.  Implement work stoppage until the results of the soil contamination tests are assessed.	HDH-NCR and Procurement Division	Jul 2018	Sep 2018	Not Implemented	Tedious procurement process	Coordinate with the Bids and Awards Committee (BAC) and the Procurement Division to fast track the procurement.

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7	Of the total amortization due of P2,590 million from 109 MBs of the Cooperative for a HDH project, only the amount of P1,221 million was remitted by the Cooperative or a remittance efficiency rate of 47%. The check collection for the monthly amortizations amounting to P584,882 remitted by the Cooperative for the said project was dishonoured by the bank as this was Drawn Against Insufficient Funds of which only P213,838 was replaced by cash as of December 31, 2017, resulting in the poor recovery of the corporate investment in housing and the existence of past due accounts of the MBs.	(a) Demand from the Chairman or from the representative of the CHC assigned as collecting officer the immediate restitution of cash amounting to P584,882.19 to replace the dishonored check  (b) Demand for the collection and remittance of P1.368 million representing the amortization due as of December 31, 2017.	Collect from the Cooperative the amount of P584,882.19 to replace the dishonored check.  Require the Cooperative to remit the P114,000.00 amortized by the MBs.	HDH-NCR and Legal Division  HDH-NCR and Legal Division	Jun 2018  Jun 2018	-  -	Partially Implemented  Partially Implemented	The balance of P366M has not been repaid.  Non-remittance of the amount despite the demand letter.	The dishonoured check was replaced with cash payment in the amount of P180,716.93 covering 35 MBs and P37,761.75 covering 7 MBs or a total amount of P218,478.68.A demand letter was sent on 6 June 2018 to remit the remaining balance to SHFC.  A demand letter was sent on 6 June 2018 to remit the amount of P114,000.00 representing the amortization of the MBs.

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		(c ) Never accept private checks from the Cooperative for succeeding amortization payments, except for cash or certified check.	Implement the audit recommendation.	Treasury Department	-	-	Fully Implemented	-	This was adopted as a rule. A notice of reminder 'to never accept private checks' was issued to concerned employees.
		(d) Investigate and file appropriate charges against the Cooperative for the unremitted collections	Coordinate with the Legal Division for appropriate legal action on the matter of unremitted collection, including the cancellation of the collection agreement.	HDH-NCR and Legal Division	May 2018	-	Partially Implemented	Non-remittance of the amount despite the demand letter.	The Legal Division: (1) issued a demand letter to settle the unremitted amount; and (2) notified the Cooperative on 8 May 2018 about the cancellation of the Collection Agreement.
		(e ) Cancel the Collection Agreement with the Cooperative and require the MBs to pay their	Accept direct payments from the MBs.	HDH-NCR	Feb 2018	-	Fully Implemented	-	The MBs have been directly paying to SHFC starting Feb 2018.

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		monthly amortizations directly to SHFC, pursuant to the provisions of the Collection Agreement of the CA							
		(f) Require all Chairmen or all representatives of the CAs assigned as collecting officer of HDH projects to post Surety Bond	Study the feasibility of requiring the collecting officers to post Surety Bond.  Draft implementing guidelines.	HDH-NCR	Jun 2018	Oct 2018	Partially Implemented	Pending consideration of the Senior Officers.	Inquired with an insurance company and secured a quotation on fidelity bond requirements last 25 June 2018.  Present the quotation to Senior Officers in August 2018.  Discuss with the CAs the COA recommendation to require the posting of surety bond.

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8	The 546 MBs have not moved in yet to the completed and accepted HDH Project due to non-availability of water supply system, contrary to Section 21 of RA 7279 and Section 14 of HDH Circular No. 14-002, thus, resulting in the poor or even non-recovery of the corporate investment in the project amounting to P214,016 million and the non-attainment of the objectives of the program.	(a) Require the CA to make representation with the LGU to provide water connections for ALPAS HOA 1 housing units or construct an alternative water supplies, such as installation of deep well or water rationing pending the connection to the water district.  (b) Demand the CA collection of monthly amortizations from its MBs and remittance of the same to SHFC, as COCA has already been issued by the CA.	Assist the CA in negotiating with the LGU for the establishment of a permanent water source.  Provide subsidy to fund expenses for water connection through the re-aligned capacity building fund.  <i>The MBs are requesting for 6 months moratorium since they are also paying for water rationing.</i>	HDH-Luzon  					



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		(c) Demand the MBs. through their CA, to move in so as to prevent other organization/ISF from illegally occupying the completed housing project;	<i>Some of the MBs have already moved in to the project site.</i>	HDH-Luzon	N/A	N/A	On-going	Absence of a permanent water source.	Assist the CA in negotiating with the LGU for the establishment of a permanent water source.
		(d) Prospectively, strictly require the CAs submission of certification or approval from utility/service agencies concerned for the availability of basic utilities/services required of the project.	Require the submission of a Certification from the utility companies for all prospective projects.  The same COA recommendation has also been a requirement of the Board starting 2016.	HDH-Luzon and Policy, Planing and Risk Management Department (PPRMD)	-	-	Fully Implemented	-	Included as part of the requirements the submission of a Certification from the utility companies.
		(e) Prospectively, strictly instruct the CAs to accept only	The Certificate of Completion and Acceptance (COCA)	N/A	N/A	N/A	N/A	N/A	N/A

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		housing projects that are fully completed in accordance with the plans and conditions on the site development and building construction.	is a requirement after completion of the project. This requirement is incorporated in the guidelines.						
9	Payment amounting to P11,330 million, equivalent to 20% of the total acquisition cost of P56,652 million for the land, which title is not free from liens/encumbrances which is contrary to Section 6 of HDH Corporate Circular No. 13-026, thus, exposing SHFC the risk of non-recovery of its financial exposure to the project or loss of corporate funds	(a) Coordinate with the DOF for the immediate cancellation and issuance of the new title in favor of SHFC;  (b) Request DOF to return the original TCTs borrowed a year ago pending the cancellation of encumbrance.	A case has already been filed in the regular court. Follow up with PMO-DOF re status of the case.	HDH-NCR	Jul 2018	-	On-going	Pending court decision on the case.	Follow up with PMO-DOF re status of cancellation of encumbrance.
				HDH-NCR	-	-	Fully Implemented	-	PMO-DOF surrendered the titles to SHFC last 12 April 2018.

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10	Double availment, inconsistencies and incomplete information were noted in the veracity of the MBs in the database/masterlist who availed under the CMP and HDH projects, contrary to Section 16 © of RA 7279 and Section 4 (6) PD No. 1445 and Corporate Circular No. HDH 14-001. Thus, the authenticity of the intended rightful MBs of the projects is doubtful, resulting in the non-attainment of the objectives of the CMP and HDH.	(a) Require the CA to ensure submission of complete and accurate personal information of MBs.	Substitute the confirmed double availers and impose sanctions to MBs who are found to be double availers.	HDH-NCR	Jun 2018	-	On-going	-	Substitute the confirmed double availers and impose sanctions to MBs who are found to be double availers.
		(b) Require the SHFC department in charge to validate and correct the deficiencies noted in the database to establish authenticity of the intended rightful MBs of the CMP and HDH; (c) Provide provision in the Loan Agreements on the imposition of sanctions/penalties	Substitute the confirmed double availers and impose sanctions to MBs who are found to be double availers.	HDH-NCR	Jun 2018	-	On-going	-	Substitute the confirmed double availers and impose sanctions to MBs who are found to be double availers.

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		for MBs found to have double availments of any other housing project						
		(d) Require member-applicants the submission of Certificate of No Availment of Housing Unit/Project from any shelter agencies to prevent double availment of the housing units.	Incorporate in the guidelines the proposed requirement on Certificate of Non-Availment.	HDH-NCR and PPRMD			Fully Implemented	The requirement has already been included in the new guidelines
		(e) Coordinate with HUDCC for the establishment of the database for all housing agencies to avoid double availment.	Coordinate with HUDCC.				Partially Implemented	Request HUDCC to update database and propose for sharing of data among KSAs.

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11	Capital Gains and Documentary Stamp taxes amounting to P38.961 million were paid in advance by SHFC in favor of the landowners for the acquisition of lands intended for the HDH projects under the usufruct agreement, contrary to Section 4 (1) of PD 1445 and Section 7 of Corporate Circular HDH No. 14-005. As of Dec.31, 2017, only the amount of P31.603 million were recouped, thus, depriving the Corporation the funds which could have been used for other HDH projects that could have benefited more CA members. Moreover, the advances made were recorded to the Land account, instead of Receivable from the Landowners, contrary to paragraph 15 of PAS.	Revisit policy on land acquisition for the HDH projects and deduct the mandatory tax obligations of the landowners from the initial payment of 80% of the acquisition cost.	<i>The 'advances' made to the landowners are drawn from their own loan proceeds and will be deducted from the final 20% payment. They requested and executed Deed of Undertaking and or Authority to Deduct the amounts for CGTs and DCTs due to lack of funds.</i>	N/A		N/A	N/A	N/A	N/A

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12	No coverage for MRI and Fire and Allied Peril Insurance (FAP) was provided on the 13 completed and accepted HDH projects amounting to P1,580,332 million, contrary to HDH Corporate Circular Nos. 16-008, 15-007 and 14-003, thus, depriving the 3,399 MBs the benefit of having fully paid housing loans in case of death or occurrence of fire and allied perils, posing risk on the non-recovery of SHFC's investment into housing.	(a) Expedite the enrolment of the 3,990 MBs occupying the 100% completed and accepted HDH projects for both life and non-life insurance coverage.  (b) Adhere strictly to the provisions of HDHP Corporate Circulars on the MRI and FAP coverage on the completed and accepted projects by the CAs to protect the interest of the Corporation.	Complete the documentary requirements for MRI/FIRE Coverage of the remaining uninsured projects namely: (1) ALPAS (2) SMV; and (3) Pascualer.	HDH-NCR and Insurance Division	Jan 2018	Aug 2018	Partially Implemented	Validation of the actual occupants.  Compliance of documentary requirements.	Completed the enrolment of 13 HDH-NCR (which include all Bistekville projects which were already insured prior to the transmittal of the COA findings) projects.  Complete the enrolment of the 3 uninsured projects.

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13	Real Estate Mortgage (REM) in favour of SHFC were not annotated on 62 TCTs held as collateral to secure the CMP Loans while 33 TCTs were still in the name of the landowners' contrary to the Loan Agreement. Corporate Circular Nos. CMP-018 and HDH 14-005 and 41 TCTs as collateral to HDH Loans were not accounted for during the physical count. Thus, exposing SHFC to unprotected rights against third party claimants. priority I property disposal or non-payment of loans.	(a) Strictly adhere to the provisions of Corporate Circular No. CMP-18, HDH 04-005 and Loan Agreement:  (b) Require the CAs to transfer the TCTs in their name, or individualized TCTs to MBs and effect annotation of REM in favour of SHFC for the total amount of loan by the HOAs:	<i>*The partial release of the loan to the landowners is provided for under the old CMP Circular which is conditioned on the submission of documentary requirements. Some of the projects have not been released with the final 50% payment, and these properties are still under the name of the landowner. due to the non-submission of title in the name of the CA due to various issues: i. pending with BIR due to non-payment of DST, non-compliance by the CA with BIR findings, etc. ii. pending with RD due to non-payment of transfer</i>	Concerned Operations Groups	-	-	On-going	Payment of taxes, death of landowners, among others	Created the CMP Unit tasked to transfer the title to CA's name.  Implemented the accommodation mortgage scheme to expedite the release of the loan proceeds to the landowner. The scheme provides loan security by annotating the accommodation mortgage in the landowner's title.

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			<i>tax, non-submission of updated tax clearance, etc.iii. No approved subdivision plan.</i>						
			<i>All titles subject of the findings have been turned over to the DCCD on 20 Dec 2017 and 12 Feb 2018.</i>	N/A	N/A	N/A	N/A	N/A	For all projects, the mortgage examiner shall turn over titles to DCCD for custody and control.
		(c) Ensure that all original TCTs held as collaterals are entrusted to the DCCD:	For all projects, the mortgage examiner shall turn over titles to DCCD for custody and control.						
		(d) Require that borrowed TCTs should be accompanied by duly approved Mortgage Withdrawal Form	<i>*Withdrawn or 'borrowed' TCTs for presentation to the Register of Deeds (RD) are accompanied by duly approved Mortgage Withdrawal Form</i>	NA	N/A	N/A	N/A	N/A	



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14	Special Counsel/Legal Service Allowance amounting to P0.134 M for CY 2017 was paid directly to 5 lawyers assigned for SHFC, instead of remitting to the OGCC, the mother agency of the recipient-lawyers, for monitoring purposes on the allowable limitation of the total extra or additional compensation as required under COA Circular No. 85-25 E.	Submit a Notice of Payment and Monthly Report of the extra compensation to OGCC for monitoring purposes:	The FCD shall prepare a Monthly Report on service and/or incentive fees, remunerations, honoraria and all other extra compensations paid to government officials and employees and shall observe and follow the requirements set forth in the Circular.	FCD	June 2018	-	On-going	-	The FCD will observe and follow the requirements set forth in COA Circular No. 85-25E by having a monitoring mechanism in place through submission of monthly reports as required.
15	The MOA for the group MRI of loan borrowers with the insurance provider was automatically renewed for a period of 12 years without the benefit of public bidding, contrary to RA No. 9184, thus, defeating the principles of transparency, accountability, equity, efficiency and economy.	Strictly comply with the provision of RA 9184 in the conduct of public bidding for the provisions of the Group MRI to loan borrowers.	<i>*SHFC is dependent on HUDCC's proposal to procure only one insurance provider for MRI insurance coverage among KSAs due to the fact that HDMF recently had won the case over Pag-IBIG MRI Pool.</i>	N/A	N/A	N/A	N/A	N/A	Coordinate with HUDCC.

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16	The Chattel Mortgage Agreements entered into by and between SHFC and the 11 CAs with approved loans in the aggregate amount of P4.916 billion are contrary to the Chattel Mortgage Law (Act No. 1508), Article 2125 of the Civil Code of the Philippines and relevant jurisprudence decided by the Supreme Court, thus, the interest if the Corporation is put to risk against the third party claimants in case of default by the MBs and the alienation or disposal of the housing units.	(a) Exercise its right to demand the execution and the recording of the Chattel Mortgage Agreement with RD in which the mortgage is formalized in order to protect its interest.  (b) Revisit the conditions of the CMA and revise to conform with the Chattel Mortgage Law and relevant jurisprudence.  (c) Review its guidelines with respect to the security of the loan since the collateral	<i>*The Chattel Mortgage Agreement (CMA) is a preparatory document that once the buildings are 100% completed, the same could be registered with the Chattel Mortgage Registry. This is also in harmony with Sec 7 of the Chattel Mortgage Law which requires that the description of the property shall be such as to enable the parties to the mortgage, after reasonable inquiry and investigation, to identify the same. If the buildings are not yet completed, we could not yet identify the subject of the</i>	HDH-NCR and Legal Division	N/A	N/A	N/A	Awaiting completion of the project.	Process the registration of the Chattel immediately upon completion of the project.

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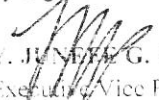
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		provided was not yet in existence at the time of the execution of the mortgage	<i>mortgage. Notarization and registration before the completion would invalidate the agreement. Otherwise stated, SHFC could not legally annotate the chattel mortgage considering that construction is still on-going. Only after the completion of the construction could we legally consider that the CA has the free disposal of the property as owner.</i>						
17	The Corporation has allocated only P7.060 million for its GAD programs, activities and projects, instead of P229.767 million which is equivalent to at least 5% of the approved Corporate Operating Budget (COB)	(a) Conform strictly with the provisions of Sec 6 of the PCW-NEDA-DBM Joint Circular No.2012-01 on the costing and allocation of the GAD budget.	Fully implement all 2018 GAD Plans and Activities	Insurance and Community Enhancement Division	Mar 2018	Dec 2018	On-going	-	Implement all GAD plans and utilize GAD budget at the end of the year.

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	amounting to P5.995 billion, as required under the Philippine Commission for Women-NEDA-DBM Joint Circular 2012-01. Of the allocated amount, only 29% or P2.081 million was actually utilized, thus reducing the opportunity of SHFC women and other concerned parties to participate and be benefitted by the GAD programs, activities and projects	(b) Properly attribute GAD-related activities/expensed in the GAD planning and budget phase to maximize the budget allocated for GAD programs, activities and projects in accordance with PCW-NEDA-DBM Joint Circular						

Agency Sign Off:

  
**ATTY. J. G. PAYOT**  
OIC-Executive Vice President

Date: \_\_\_\_\_

*Note: Status of Implementation may either be (a) Fully Implemented [FI]; (b) Ongoing [O]; (c) Not Implemented [NI]; (d) Partially Implemented [PI]; or (e) Delayed [D]*

