

INTERNAL AUDIT

The **Philippine National Oil Company (PNOC)** maintains a dedicated **Internal Audit Office (IAO)**, which operates as an independent internal audit function. The IAO reports directly to the **Board of Directors**, under the oversight of the **Audit Committee**.

The **appointment and removal** of the **Internal Auditor** do not require the approval of the Audit Committee. Instead, these actions are governed by the Civil Service Commission (CSC) rules and regulations. This is because PNOC's Internal Auditor holds a **Plantilla position**, a **permanent position** within the PNOC's organizational structure. The **Governance Commission for GOCCs (GCG)** formally approved this position in **October 2018**.



Approved by GCG per Memorandum Order dated July 26, 2018. Received by PNOC on September 12, 2018.

The recruitment and selection of personnel for **Plantilla positions** at PNOC follow a structured process mandated by the **CSC** to ensure transparency, meritocracy, and adherence to civil service laws. The key steps include:

- **Publication of Vacancy:** The PNOC announces the vacant position, adhering to CSC guidelines on publicizing job openings. This ensures transparency and equal opportunity for qualified candidates.
- **Application and Screening:** Interested individuals submit their applications, which are then screened based on the position's requirements and the CSC's qualification standards. These standards specify the necessary education, experience, training, and eligibility.
- **Examination and Assessment:** Candidates may undergo examinations, interviews, and other assessments to evaluate their knowledge, skills, and suitability for the position.
- **Selection and Appointment:** The PNOC, through its Selection Board, selects the most qualified candidate and endorses them to the PNOC President and CEO, who holds the authority to appoint one of the qualified candidates. The appointment is then subject to attestation or approval by the CSC to ensure compliance with civil service rules and regulations.