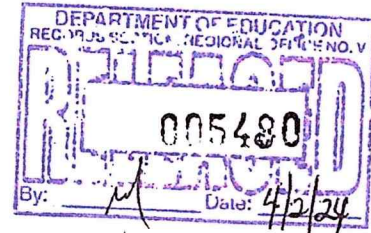




Republic of the Philippines
Department of Education
 REGION V - BICOL



APR 02 2024

April 1, 2024

REGIONAL MEMORANDUM
 No. 00404 s. 2024

RECONSTITUTION OF THE REGIONAL INSPECTORATE TEAMS
 FOR GOODS AND INFRASTRUCTURE PROJECTS

To : Assistant Regional Director
 Schools Division Superintendents
 Functional Division Chiefs
 All Others Concerned

1. In the exigency of service and pursuant to DepEd Order No. 27 s 2020 (Guidelines on the Reconstitution of Inspectorate Team in the Department of Education Central Office, Regional and Schools Division Offices, and Schools) and DepEd Order No. 104 s. 2011 (Guidelines on the Proper Recording and Booking-Up of School Building), this Office hereby reconstitutes the Regional Inspectorate Teams for Goods and Infrastructure Projects effective immediately which shall be composed of the following personnel:

A. Goods/Services

Team Leader	Ricardo M. Tejeresas <i>Education Program Supervisor</i>	
Alternate Team Leader	Casiano B. Perdigones Jr. <i>Education Program Supervisor</i>	
Regular Members	<i>Representative from Finance Division-Accounting Section</i>	Freddirico T. Obo <i>Alternate Member:</i> Leah Belle B. De Padua
	<i>Representative from Administrative Division-Asset Management Section</i>	Aldrin R. Rellama <i>Alternate Member:</i> Christian Gegory A. Bandola
Provisional Members:		
Projects	Provisional Member	Alternate Provisional Members
School Furniture	Shannon D. Abogado	Roy G. Rapsing Leo R. Madriaga
Catering Services	Paraluman M. Torregoza	Marites O. Rabulan Christie L. Alavarez



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Medicines and Other Health-Related Supplies and Equipment	Dr. Maria Rosalia Vivien P. Maninang	Mia Rhea A. Fuentebella
DRRM Supplies and Materials	Arch. Deo R. Moreno	Rodolfo B. Robles
Janitorial and Security Services and other General Services	Ma. Elena A. Torrentira	Kristine B. Ebuenga
Service Vehicles	Sherwin B. Torres	Pedro S. Bolanos
Learning Materials, Supplementary Learning Resources, Printing Projects and LTE for TVL and SME	Lloyd H. Botor	Antonio L. Morada
Sports-Related Goods and Equipment	Dr. Maria Rosalia Vivien P. Maninang	Arnulfo N. Naag
DCP Packages, IT-Related Goods and Equipment and Internet Services	Salvador B. Deyto Jr.	Karen S. Legson
Other Supplies and Equipment not within the categories above	Rodolfo B. Robles	Manuel F. Babasa

B. Infrastructure Projects

Team Leader	Engr. Daisy D. Moratalla	
Alternate Team Leader	Engr. Shannon D. Abogado	
Regular Members	<i>Representative from Finance Division-Accounting Section</i>	Zer Jethro Rodmell A. Roscuata <i>Alternate Member:</i> Cathy Rose M. Serrano
	<i>Representative from Administrative Division-Asset Management Section</i>	Aldrin C. Rellama <i>Alternate Member:</i> Christian Gregory A. Bandola

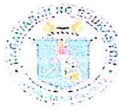
2. The Inspectors for Goods shall have a term of two (2) years from its designation or until revoked by the Regional Director and shall perform the functions specified in DepEd Order No. 27 s. 2020. On the other hand, the Inspectors for Infrastructure



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Projects shall have a term of one (1) year from its designation or until revoked by the Regional Director and shall perform the functions specified in DepEd Order No. 104 s 2011.

3. No inspection shall proceed without the presence of the Team Leader, Regular Members and Provisional Member. If any of them are not available, the alternate member may join to complete the team.
4. The Inspectorate Teams are expected to strictly adhere to the guidelines set forth in relevant issuances pertaining to inspection of goods/services and infrastructure projects. Likewise, to promote transparency, integrity, and accountability, they must observe the following rules of conduct:
 - a. Adhere strictly to the date and time in the notice of pre-delivery inspection or delivery schedule and inspection order/authority.
 - b. Avoid availing of free services from the supplier/contractor such as meals, transportation and accommodation as this might lead to the expectation of instant favorable result of inspection. Acceptance or solicitation of any gift or favor from the supplier is strictly prohibited.
 - c. Ensure that the inspection is properly documented, e.g. through photographs of the goods and infrastructure projects and the performance of inspection, and that all the necessary documents are authentic and signed.
 - d. Maintain professional, business-like dealing with the supplier/contractor in the course of the inspection. Inappropriate friendly relations between or among the inspectors and supplier/contractor must be avoided.
 - e. Observe minimum public health and safety standards at the inspection site.
5. This designation is in addition to their official functions inherent to the position and entails no additional compensation.
6. Immediate and wide dissemination of this Memorandum is desired.


GILBERT A. SALSAD
 Regional Director

To be indicated in the Perpetual Index
 under the following subjects:

INSPECTION GOODS INFRASTRUCTURE

ORD/OARD
 472/2024



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Republika ng Pilipinas
Kagawaran ng Edukasyon
 REHIYON V

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

April 5, 2024

To: Chief Education Supervisors
 SGOD and CID Personnel
 OSDS Unit Heads and Personnel
 Public School Heads
 All Others Concerned

For information.


FERNANDO C. MACARAIG
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent

DM 31, s. 2019 Rider Rev. 01



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Republic of the Philippines
Department of Education
REGION V - BICOL

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GILBERT R. SADSAD
Regional Director

To be indicated in the Perpetual Index
under the following subjects:

INSPECTION GOODS INFRASTRUCTURE

ORD/OARD
4/2/2024

24040509
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