December 7, 2016

Division Memorandum
No. 755 series 2016

TO: Mr. Emmanuel Hugo
    Engr. Helen Franconas
    Atty. Gerwin Ryan Rabaya
    Mr. Stephen Pascual
    Division Technical Working Group and Inspectorate Team

    Mr. Vicente Laburada Jr.
    Education Program Supervisor (TLE)

RE: Schedule of Inspection and Validation of the Delivery Tools and Equipment for Senior High School (SHS) Technical Vocational and Livelihood (TVL) Education

1. With reference to the attached Regional Memorandum No. 353 s. 2016, you are hereby directed to accompany the Regional Inspection Team to inspect and validate the delivered tools and equipment for Senior High School TVL Education on December 6-9, 12-16, 2016.

2. You are advised to prioritize this activity as jury duty and to refrain from traveling on said dates until all the required documents/reports are compiled and submitted. For more information, please see attachment.

3. For strict compliance.

DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

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REGIONAL MEMORANDUM
No. 353 a, 2016

SCHEDULE OF INSPECTION AND VALIDATION OF THE DELIVERED TOOLS AND EQUIPMENT FOR SENIOR HIGH SCHOOL (SHS) TECHNICAL VOCATIONAL AND LIVELIHOOD (TVL) EDUCATION

To:
Schools Division Superintendents
Regional Technical Working Group Members for TVL Tools & Equipment
Division Inspectorate Team Members
School Level Inspectorate Team Members

1. Pursuant to the government procedure on procurement of Technical Vocational & Livelihood (TVL) Education Tools and Equipment for Senior High Schools (SHS) in Region XI, this Office is requiring the members of the Technical Working Group (TWG) and Inspectorate Team in the Region, Division and School levels to finalize the Inspection and Acceptance Report of the delivered Tools and Equipment to complete the procurement process on or before December 21, 2016.

2. The Regional Team shall conduct the inspection and validation on December 6-9, 12-16, 2016, and will be accompanied by the Division TLE EPS and other TWG members.

3. All concerned Regional TWG members are advised to prioritize this activity as jury duty and to refrain from traveling on said dates until all the required documents/reports are complied and submitted.

4. Schools Division Offices are requested to provide additional one (1) vehicle to augment the provision from the Regional Office to ferry the TWG members who will go to the different schools in the Division to fast track the Inspection and Validation of the delivered TVL tools and equipment in the different schools in Region XI.

5. Travel and other incidental expenses of the Regional Staff shall be charged to the Regional Funds, while the Division Staff shall charge their travel expenses to the local and other sources of funds, all subject to the usual government accounting and auditing rules and regulations.

6. For strict compliance.

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

Reference:
DepED Order No. 8, 2016 Guidelines for the Procurement of Technical Vocational and Livelihood (TVL) Specialization Tools, Equipment and Materials for School Year (SY) 2016-2017

Enclosures:
Schedule of inspection and validation
To be indicated in the Perpetual Index under the following headings: SENIOR HIGH SCHOOL TVL TOOLS AND EQUIPMENT

BOX 07 innsmeo-MLMD