ATTENDANCE TO FIELD CONSULTATIONS, COMPETENCY NEEDS ASSESSMENT RISK PROFILING AND ROOT CAUSE MAPPING ANALYSIS OF REGIONAL AND SCHOOLS DIVISION OFFICES

To: BEVERLY S. DAUGDAUG, EDD
   Chief-Curriculum and Implementation Division

Attention: IDA I. JUEZAN
   Public Schools District Supervisor

1. Attached is Unnumbered Regional Memorandum dated October 28, 2019, and DepEd Memorandum No. 137, s.2019 regarding the Conduct of Field Consultations, Competency Needs Assessment Risk Profiling and Root Cause Mapping Analysis of Regional and Schools Division Offices.

2. In connection thereto, you are hereby directed to attend the said activity in Subic Bay Metropolitan on November 5-9, 2019. Further, you are to register through email at asec@deped.gov.ph.

3. Travel and other incidental expenses of the participants shall be charged to local Maintenance and Other Operating Expenses, all subject to the usual accounting and auditing rules and regulations.

4. Other details of said activities are found in the enclosures.

5. For compliance.

CRISTY C. EPE, CESE
Schools Division Superintendent

References: Unnumbered Regional Memo dated October 28, 2019
DepEd Memorandum No. 137, s. 2019
To be indicated in the Perpetual Index under the following subjects:
Subjects: Consultation

FIELD CONSULTATIONS, COMPETENCY NEEDS ASSESSMENT RISK PROFILING AND ROOT CAUSE MAPPING ANALYSIS OF REGIONAL AND SCHOOLS DIVISION OFFICES
11-05-2019
MEMORANDUM

To: Schools Division Superintendents
Regional Chiefs
Divisions of: CLMD, ESSD, PPRD

Subject: FIELD CONSULTATIONS, COMPETENCY NEEDS ASSESSMENT;
RISK PROFILING AND ROOT CAUSE MAPPING ANALYSIS OF
REGIONAL AND SCHOOLS DIVISION OFFICES

Date: October 28, 2019

The Office of the Assistant Secretary for Procurement and Administration has issued DepEd Memorandum No. 137, s. 2019 dated October 15, 2019 on the Field Consultations, Competency Needs Assessment, Risk Profiling and Root Cause Mapping Analysis of Regional and Schools Division Offices which is scheduled by cluster. Hence, for Cluster 2 Regions, the activity is set on November 5-9, 2019 within the Subic Bay Metropolitan Authority.

This aims to identify and assess the strengths, weaknesses and possible systems gaps in the procurement operations of the various DepEd Regional Offices (ROs) and Schools Division Offices (SDOs).

Corollary to this, the Regional Office X1 has identified five participants from the Functional Divisions (please see attached list) while the SDOs are encouraged to send two from their offices. The Confirmation Slips of the participants shall be submitted at least five working days before the scheduled activity by sending through email at assec@deped.gov.ph.

There will be no registration fee to be collected from the participants. However, transportation expenses will be charged to local Maintenance and Other Operating Expenses (MOOE) Funds, subject to the usual accounting and auditing rules and regulations.

For information and reference, please refer to the enclosures.
FIELD CONSULTATIONS, COMPETENCY NEEDS ASSESSMENT, RISK PROFILES AND ROOT CAUSE MAPPING ANALYSIS OF REGIONAL AND SCHOOLS DIVISION OFFICES
November 5-9, 2019

LIST OF PARTICIPANTS FROM THE REGIONAL OFFICE

<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Evelyn R. Fetalvero, CESO V</td>
<td>Regional Director</td>
</tr>
<tr>
<td>2.</td>
<td>Dr. Warilto E. Hua</td>
<td>Chief Supervisor - ESSD</td>
</tr>
<tr>
<td>3.</td>
<td>Dr. Fedelina O. Huevos</td>
<td>EPS-CLMD</td>
</tr>
<tr>
<td>4.</td>
<td>Ms. Nelly Clemencia S. Fabia</td>
<td>ND 11- ESSD</td>
</tr>
<tr>
<td>5.</td>
<td>Ms. Joy L. Sibonga</td>
<td>ADAS 11 - PPRD</td>
</tr>
</tbody>
</table>

Total: 5 participants

PARTICIPANTS FROM SDOs

<table>
<thead>
<tr>
<th>Division</th>
<th>No. of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Compostela Valley</td>
<td>2</td>
</tr>
<tr>
<td>2. Davao City</td>
<td>2</td>
</tr>
<tr>
<td>3. Davao del Norte</td>
<td>2</td>
</tr>
<tr>
<td>4. Davao del Sur</td>
<td>2</td>
</tr>
<tr>
<td>5. Davao Occidental</td>
<td>2</td>
</tr>
<tr>
<td>6. Davao Oriental</td>
<td>2</td>
</tr>
<tr>
<td>7. Digos City</td>
<td>2</td>
</tr>
<tr>
<td>8. IGACOS</td>
<td>2</td>
</tr>
<tr>
<td>9. Mati City</td>
<td>2</td>
</tr>
<tr>
<td>10. Panabo City</td>
<td>2</td>
</tr>
<tr>
<td>11. Tagum City</td>
<td>2</td>
</tr>
</tbody>
</table>

Total: 22 participants
DepEd MEMORANDUM
No. 137 s. 2019

FIELD CONSULTATIONS, COMPETENCY NEEDS ASSESSMENT, RISK PROFILING AND ROOT CAUSE MAPPING ANALYSIS OF REGIONAL AND SCHOOLS DIVISION OFFICES

To: Regional Directors
Minister, Basic, Higher and Technical Education, BARMM
Schools Division Superintendents
All Others Concerned

1. The Office of the Assistant Secretary for Procurement and Administration will conduct Field Consultations, Competency Needs Assessment, Risk Profiling and Root Cause Mapping Analysis of Regional and Schools Division Offices in the following clusters:

<table>
<thead>
<tr>
<th>Cluster</th>
<th>Region</th>
<th>Date</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>National Capital Region I, II, III, IV-A, IV-B, Cordillera Administrative Region and Central Office</td>
<td>October 21-25, 2019</td>
<td>Within Subic Bay Metropolitan Authority</td>
</tr>
<tr>
<td>2</td>
<td>VI, VII, VIII, IX, X, XI, XII, Caraga, Bangsamoro Autonomous Region of Muslim Mindanao, and Central Office</td>
<td>November 5-9, 2019</td>
<td></td>
</tr>
</tbody>
</table>

2. The activity aims to identify and assess the strengths, weaknesses and possible system gaps in the procurement operations of the various DepEd regional offices (ROs) and schools division offices (SDOs). The goal is to provide a framework for necessary interventions to ensure that bottlenecks in procurement operations are minimized, if not eliminated.

3. The launching of the Center-led, Center-guided Approach to DepEd field procurement is integral in the implementation of the DepEd Procurement Performance Enhancement Program (PPEP), which is envisioned to strengthen DepEd management systems and promote good governance. This is aimed at implementing a streamlined and standardized procurement management systems, customized to the operations of the DepEd Central Office, ROs, and SDOs, and in professionalizing procurement functions.

4. The DepEd PPEP is designed to set off from preliminary assessment and consultation activities to gain a broader understanding of the realities of the procurement functions and issues in the field offices.

5. The activity expects in gather members of the Bids and Awards Committee (BAC), members of the BAC Secretariat, members of the Technical Working Group, and Heads of the Procuring Entities.
6. RDOs are enjoined to send five participants each, while the SDOs are encouraged to send two each from their offices. Walk-in registrations shall not be entertained.

7. No registration fee shall be collected from the participants. However, transportation expenses will be charged to local Maintenance and Other Operating Expenses (MOOE) Funds, subject to the usual accounting and auditing rules and regulations.

8. The first meal to be served will be dinner on Day 0, October 21, 2019 for Cluster 1 and November 5, 2019 for Cluster 2 and the last meal will be breakfast of Day 4, October 25, 2019 for Cluster 1 and November 9, 2019 for Cluster 2. Check-out shall be in the morning of Day 4 and participants staying in excess will do so at their own expense.

9. The Confirmation Slips of the participants must be submitted at least five working days before the scheduled activity to facilitate billing, meals, and accommodations and send through email at asec.paa@deped.gov.ph.

10. The Confirmation Slip and Program of Activities are enclosed.

11. Participants are advised to register via the link for faster processing: oua.deped.gov.ph/oua-confirmation/user/. All concerned are advised to read the instructions and accomplish the Entry Form. After completing the pre-registration, a ticket containing the participants information and Quick Response code will be provided, which the participant must present upon arrival. Digital copies will be preferred.

12. For more information, please contact either Ms. Haidee Malana, Executive Assistant III or Ms. Angelina Baustista, Senior Technical Assistant II, Office of the Assistant Secretary for Procurement and Administration, 5th Floor, Mabini Building, Department of Education Central Office, DepED Complex, Meralco Avenue, Pasig City through email at haidee.malana@deped.gov.ph or angelina.baustista002@deped.gov.ph or at telephone no. (02) 634-1169.

13. Immediate dissemination of this Memorandum is desired.

LEONOR MAGTOLIS BRIONES
Secretary

Ends:
As stated
Reference:
None
To be indicated in the Perpetual Index
under the following subjects:

- BUREAUS AND OFFICES
- CONFERENCE
- OFFICIALS
- PROCUREMENT
- SCHOOLS

Lo, O, Field, Romano, Longoria, Perez
Date: October 06, 2019/10/06/19