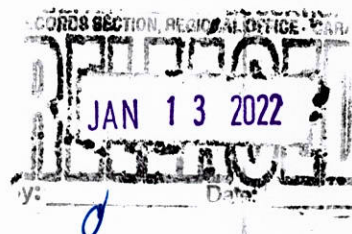




Republic of the Philippines
Department of Education
CARAGA REGION



January 12, 2022

REGIONAL MEMORANDUM
No. 0031, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**MONITORING ON THE DELIVERY AND ASSESSMENT OF SENIOR HIGH
SCHOOL TECHNICAL-VOCATIONAL AND LIVELIHOOD (TVL) TOOLS,
EQUIPMENT AND MATERIALS PROCURED IN 2016- 2017**

1. In consonance with the Audit Observation Memorandum (AOM) No. 2021-O16-2021) issued by the Regional Audit Team dated December 8, 2021, this office through the Curriculum and Learning Management Division (CLMD) shall conduct a region-wide monitoring on the delivery and assessment of TVL tools and equipment procured in 2016 and 2017 to wit:

Name of Suppliers	Contract Amount	Recipient Divisions
JR & JP Enterprises (1 st Negotiated Procurement)	12,012,820.40	ADS
JMKYLE Packaging Manufacturer (3 rd Bidding)	20,392,093.72	ADS, CBR & Siargao
JMKYLE Packaging Manufacturer (2 nd Negotiated Procurement)	5,305,190.46	ADN, ADS, Bislig, BC, CBR., Dinagat, SC, SDN & SDS
JMKYLE Packaging Manufacturer (4 th Bidding)	65,590,746.92	ADN, ADS, Bayugan, Bislig, Butuan City, CBR, Dinagat, Siargao, SC, SDN, SDS & Tandag City
Total	PHP 103,300,851.5	

2. There will be an onsite inspection, assessment and validation by the regional personnel in the recipient divisions starting January 2022, however; prior to the visit the school shall conduct an inventory and assessment by the school property custodian and SHS TVL coordinator with the supervision of the school head.

3. The school through the property custodian, supply officer and SHS TVL coordinator shall prepare the necessary documents prior to date of the onsite inspection, assessment and validation such as;



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Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020

- copy of the signed purchased request
- inspection and acceptance report
- assessment report
- delivery receipt
- copy of inventory of tools and equipment by specialization

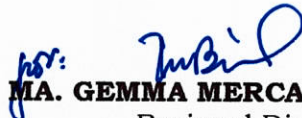
4. The Division SHS TLE & TVL Coordinators, Supply Officers, and Learning Resource Supervisors are responsible and shall coordinate with each other on the regular conduct of monitoring and assessment of the SHS TVL tools and equipment its utilization, storage and maintenance.

5. The result of the bi-annual inventory of tools, equipment and materials by area of specialization which was conducted last December, 2021 will serve as guide in the validation of tools, equipment and materials vis-à-vis concerned suppliers.

6. Enclosed herewith are the official template to be used for the monitoring at the school and division levels.

7. Travel expenses of personnel who shall conduct the monitoring, validation, and on-site inspection shall be charged against CLMD Funds subject to the usual government accounting and auditing rules and regulations.

8. Immediate dissemination and appropriate action of this Memorandum is desired.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encls.: see attachments

Reference: DM-OUCI-2021-442,

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

ASSESSMENT
DELIVERY
INVENTORY
MONITORING
SHS TVL TOOLS
VALIDATION

CLM/eab
01/12/2022

600

(Division Level)

doi:10.1371/journal.pone.0142899.g001

Schools Division Superintendent:

[illegible]

Division LR Manager

Division SHS/TVL Coordinator

Reviewed:

Attested:

CID Chief

Schools Division Superintendent

**Delivery Status and Assessment of Senior High School TVL Tools and Equipment
(School Level)**

Division: _____ School: _____ School ID: _____
Name of School Head: _____ Position / Designation: _____

Tools / Equipment	Specialization	Quantity			Date Received	Condition		Remarks <i>(any deficiency noted on the delivered items, ex: non-functional, absence of user's manual, poor quality, broken, etc.)</i>
		Expected	Received	Variance		As Received	Present	

Prepared by: _____

School Property Custodian / Supply Officer

School TVL / SHS Coordinator

Attested by: _____

School Principal