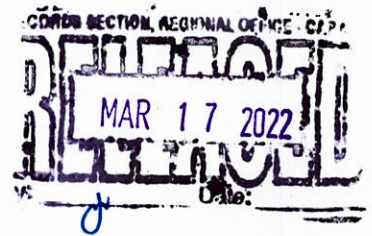




Republic of the Philippines
Department of Education
CARAGA REGION



March 14, 2022

REGIONAL MEMORANDUM
No. 0204, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

RESULTS OF THE FIRST SEMESTER CY 2022 OCULAR INSPECTION
AND ASSESSMENT OF SENIOR HIGH SCHOOL
TVL TOOLS AND EQUIPMENT

1. The field is hereby informed of the results of the First Semester CY 2022 Ocular Inspection and Assessment of Senior High School TVL Tools and Equipment as enclosed in this Regional Memorandum.
2. All Schools Division Offices, through the Administrative Unit in coordination with the Division SHS and TVL Coordinators, are directed to observe the recommendations stipulated in Chapter IV of the Enclosure through appropriate and relevant division activities such as, but not limited to, convergence with school heads and school property custodians, capacity building with school heads and school property custodians on the proper the management and proper safe keeping of school assets and properties, and meeting and orientation of the like.
3. In pursuit to reorient or equip the school heads and property custodians on the management and safe keeping of the school's records, assets, and properties, findings highlighted in Chapter III shall be emphasized by the Schools Division Office to minimize, if not completely avoid similar observations.
4. Immediate dissemination of this Memorandum to all concerned is highly desired.


MA. GEMMA MERCADO LEDESMA
Regional Director 

Encls.: As stated

Reference: Regional Memorandum No. 89, s. 2022

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

EQUIPMENT OCULAR INSPECTION SHS-TVL TOOLS

CLM/khzs
03/14/2022



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Republic of the Philippines
Department of Education
CARAGA REGION

SHS-TVL TOOLS AND EQUIPMENT DELIVERY STATUS

February 21-24, 2022

I. Rationale

Regional Memorandum No. 111, s. 2021, also known as “Monitoring of the Delivery and Assessment of Senior High School Technical-Vocational and Livelihood (SHS-TVL) Tools and Equipment Procured in 2017 and 2018”, was issued last February 26, 2021 as Office action to answer the Audit Observation Memorandum (AOM) No. 2021-010(2020) issued by the Regional Audit Team. The Curriculum and Learning Management Division was directed to validate the SHS-TVL tools and equipment through onsite inspection per Office Memorandum No. 03-058, s. 2021 Re: Monitoring Committee of TVL Tools and Equipment released last March 1, 2021.

On March 4-5 and 8-12, 2021, the CLMD, in three teams, monitored the expected SHS-TVL tools and equipment deliverables of JMKYLE Packaging Manufacturer and JR & JP Enterprises. All Schools Division Offices were monitored onsite except for SDO-Siargao and SDO-Dinagat Islands due to the border and travel restrictions. The aforementioned limitations brought by the COVID-19 pandemic were circumvented by requiring the two island Divisions to submit the duly signed Delivery Status and Assessment of SHS-TVL Tools and Equipment (see attachment). Onsite validation for the rest of the SDOs was conducted with utmost consideration to public safety. Stringent physical distancing and other health protocols were followed.

On November 2, 2021, the Regional Memorandum No. 867, s. 2021 or “Monitoring and Assessment of Recently Delivered Senior High School Technical-Vocational and Livelihood (TVL) Tools and Equipment Procured in 2017 and 2018” was published directing the CLMD personnel to monitor the status of the delivery of the SHS-TVL tools and equipment for the second semester of CY 2021 per recommendation from the COA of conducting onsite inspection and monitoring. Consequently, Regional Memorandum No. 89, s. 2022 or “First Semester 2022 Ocular Inspection and Assessment of Senior High School TVL Tools and Equipment” was published last February 14, 2022 coherent to Regional Memorandum No. 946, s. 2022 or “Submission of Bi-Annual Updated Inventory of Senior High School TVL Tools and Equipment Procured and Delivered SY 2016 and Onward”.

As a result, the Regional Office, through the CLMD, has conducted three (3) region-wide monitoring and evaluation to track the progress of the delivery, and to assess the status and condition of the TVL tools and equipment. The said monitoring activities were scheduled last March 2021 (1st Semester of CY 2021), November 2021 (2nd Semester of CY 2021), and February 2022 (1st Semester of CY 2022).

II. Delivery Status

Below are the findings of the Monitoring Committee of TVL Tools and Equipment on the delivery status per monitoring schedules. Table 1 shows the delivery status of JMKYLE Packaging Manufacturer, while Table 2 shows the delivery status of JR & JP Enterprises. Attached in this monitoring report are the

Delivery Status and Assessment of SHS-TVL Tools and Equipment duly signed by the regional monitoring team from March 2021 to February 2022.

Table 1. Delivered SHS-TVL Tools and Equipment from JMKYLE Packaging Manufacturer

Schools Division Office	Quantity of SHS-TVL Tools and Equipment					Schools that have received SHS-TVL Tools and Equipment
	Expected	Received tools as of (cumulative)			% of Delivery as of Feb. 2022	
		March 2021	Nov. 2021	Feb. 2022		
Agusan del Norte	985	1	5	25	2.54%	9 Schools (Buenavista NHS, Casiklan NHS, Doña Rosario NHS, Durian NHS, FS Omayana NHS, Jabonga NHS, Kitcharao NHS, Nasipit NVS, and Tubay NHS)
Agusan del Sur	1,281	16	42	114	8.90%	11 Schools (Datu Lipus Makapandong NHS, Duangan NHS, La Paz NHS, Lapinigan NHS, Lapinigan NHS-New Visayas Annex, Oro NHS, Prosperidad NHS, Pulang Lupa NHS, San Luis NHS, Sinobong NHS, and Sta. Irene NHS)
Bayugan City	123	0	0	0	0.00%	-
Bislig City	1,010	0	14	14	1.39%	2 Schools (Bislig NHS, and Mabog NHS)
Butuan City	701	7	7	9	1.28%	1 School (Butuan City School of Arts and Trades)
Cabadbaran City	456	0	0	11	2.41%	1 School (Calamba NHS)
Dinagat Islands	2,158	0	0	0	0.00%	-
Siargao	1,138	0	0	0	0.00%	-
Surigao City	847	0	0	0	0.00%	-
Surigao del Norte	2435	0	0	0	0.00%	-
Surigao del Sur	11,668	0	0	7	0.06%	2 Schools (Gata ISS, and Libas Sud ISS)
Tandag City	118	0	0	0	0.00%	-
TOTAL	22,920	24	68	180	0.785%	

Table 1 reflects that only 0.785% or 180 out of 22,920 SHS-TVL tools and equipment were delivered by JMKYLE Packaging Manufacturer. These deliveries

were confined in 6 SDOs only—Agusan del Norte, Agusan del Sur, Bislig City, Butuan City, Cabadbaran City, and Surigao del Sur. In Agusan del Norte, only 25 or 2.54% out of the expected 985 SHS-TVL tools and equipment were delivered to the 9 recipient schools. In Agusan del Sur, 11 schools received the SHS-TVL tools and equipment from the said supplier. Only 2 schools in Bislig City received the tools and equipment with only 14 delivered tools out of 1,010 expected tools and equipment. In Butuan City Division, only Butuan City School of Arts and Trades (BCSAT) declared that they have received the SHS-TVL Tools and Equipment from JMKYLE Packaging Manufacturer. However, there were no Delivery Receipts coming from the supplier that can absolutely support that they have received the SHS-TVL Tools and Equipment. Butuan City School of Arts and Trades received tools and equipment which accounted to only 0.57% out of the Division’s 701 expected tools and equipment. In Cabadbaran City, only Calamba NHS received the tools with 11 items out from its 189 expected tools and equipment. The percentage of delivery in SDO-CBR is only 2.41%. Only 2 schools in Surigao del Sur Division received the tools and equipment—Gata ISS and Libas Sud ISS. The percentage of delivery in SDO-SDS was only 0.06%.

Table 2. Delivered SHS-TVL Tools and Equipment from JR & JP Enterprises

Schools Division Office	Quantity of SHS-TVL Tools and Equipment					Schools that have received SHS-TVL Tools and Equipment
	Expected	Received tools as of (cumulative)			% of Delivery as of Feb. 2022	
		Mar. 2021	Nov. 2021	Feb. 2022		
Agusan del Sur	1,611	168	473	1,209	75.05%	44 Schools (Agusan del Sur NHS, Aurora NHS, Bunawan NHS, Corpuz NHS, Datu Lipus Makapandong NHS, Democrito O. Plaza MHS, Del Monte NHS, Del Monte NHS-Causwagan Annex, Desamparados NHS, Duangan NHS, Esperanza NHS, Guadalupe NHS, Hawilian NHS, Kapatungan NHS, Laminga NHS, Lapinigan NHS, Lapinigan NHS-Buena Suerte Annex, Los Arcos NHS, Lucena NHS, Manat NHS, Marbon NHS, Nueva Gracia NHS, Patin-ay NHS, Prosperidad NHS, Pulang Lupa NHS, Sabang Gibong NHS, Sampaguita NHS, San Isidro NHS (Loreto), San Isidro NHS (Trento), San Luis NHS, San Toribio NHS, Sayon NHS, Sibagat NSHSI, Sinobong NHS, Sta. Irene NHS, Sta. Maria NHS, Sto. Tomas NHS, Talacogon NHS-Maharlika Annex, Trento NHS-San Roque Annex, Trento NHS, Veruela NHS, Veruela NHS-Nueva Era Annex, West Prosperidad NHS, & Zillovia NHS)
TOTAL	1,611	168	473	1,209	75.047%	

Table 2 shows that only 75.047% or 1,209 out of 1,611 SHS-TVL tools and equipment were delivered by JR & JP Enterprises. These tools and equipment were intended for SDO-Agusan del Sur only. 44 schools from the said SDO received the tools and equipment as reflected in the table.

III. Findings

During the conducted monitoring, the following observations were made by the Monitoring Committee of TVL Tools and Equipment validated by the statements of the TVL Teachers, Property Custodians, and School Heads:

1. Some delivery documents were not signed by supplier’s delivery unit;
2. There were delivery documents bearing no received dates;
3. There were deliveries with no Delivery Receipts, only written documents signed by the Property Custodian and the School Head;
4. Some items were overpriced, and were not in accordance to the unit price as reflected in the procurement documents;
5. There were deliveries which happened at 4:59 PM and beyond. Property Custodians received the said deliveries without thorough inspection due to the limited time;
6. There was no proper turn over of supply and/or asset-related documents from outgoing to incoming Property Custodians;
7. There was no proper record keeping and management. Inspected supply and/or asset-related documents were not properly sorted, labeled, and kept;
8. Only the forwarder or the courier delivered the tools and equipment in the absence of the supplier/technician thereby causing failure to demo/install/issue DRs to the recipient schools; and
9. There are SHS-TVL tools and equipment that were delivered beyond the validity of the contract period.

There were also tools and equipment that were defective as received by the recipient schools, or lack parts, peripherals, and/or need installation that should be carried out by the supplier to properly use them for their purpose. Table 3 below reflects the list of schools that received tools and equipment that were defective, lack parts, peripherals, and/or need installation.

Table 3. List of schools that received tools and equipment that are defective, lack parts, peripherals, and/or need installation.

Schools Division	Schools	Tools and Equipment	Supplier	Quantity	Remarks
Agusan del Norte	Buenavista NHS	CCTV	JMKYLE	1	CCTV needs installation from the supplier.
Agusan del Norte	FS Omayana NHS	Oxy-acetylane & welding outfit and cylinders	JMKYLE	1	Lacking oxy-acetylene cylinders that should be delivered by the supplier.
Agusan del Sur	Datu Lipus Makapandong NHS	Patch Panel/ 48 ports	JR & JP	1	The patch panel has no ports, only the holder.
		Flash Light/ Head Mounted	JR & JP	3	The flash light is defective as received by the school.

Agusan del Sur	Del Monte NHS	Portable Chainsaw	JR & JP	1	The portable chainsaw is defective as received by the school. The supplier promised to replace it, but has not returned yet.
Agusan del Sur	Democrito O. Plaza MHS	LCD Projector	JR & JP	1	The projector lacks VGA female to VGA male wire connector as received by the school.
Agusan del Sur	Duangan NHS	Sound System	JR & JP	1	The sound system needs installation. The supplier promised to install it, but has not returned yet.
Agusan del Sur	Guadalupe NHS	Computer with printer	JR & JP	1	The computer set lacks printer.
Agusan del Sur	LNHS-Buena Suerte Annex	Computer with printer	JR & JP	1	The computer set lacks printer.
Agusan del Sur	Marbon NHS	Generator Set	JR & JP	1	The generator set lacks the electric generator. Only the diesel engine is present.
Agusan del Sur	San Isidro NHS (Trento)	Megger tester, digital	JR & JP	1	The tool lacks spare parts and peripherals.
Agusan del Sur	Sibagat NHS of Home Industries	Earth resistance tester	JR & JP	1	Incorrect item. Instead of Earth resistance tester, electrical multi-tester is delivered.
Agusan del Sur	Sta. Maria NHS	Computer with printer	JR & JP	1	The computer set lacks printer.
Agusan del Sur	Talacogon NHS - Maharlika Annex	Refrigerator	JR & JP	1	The fridge has minor scratches and dents.
Agusan del Sur	West Prosperidad NHS	Computer with printer	JR & JP	1	The computer set lacks printer.
Agusan del Sur	Oro Nhs	Wooden Cabinet with Sliding Door	JMKYLE	1	The item is damaged as received, and was not assembled by the supplier.
Agusan del Sur	La Paz NHS	Computer with printer	JMKYLE	1	The computer set lacks printer.
Bislig City	Bislig NHS	MATV Master	JMKYLE	1	Baron Antenna was delivered instead of MATV Master

	Bislig NHS	Pipe-in music/paging	JMKYLE	5	Desk standing microphones were delivered instead of pipe-in music/paging
	Bislig NHS	Combination wrench (English)	JMKYLE	5	Metric system instead of English system
Butuan City	BCSAT	Gasoline Engine	JMKYLE	2	Items are not tested yet since there are no DR and PTR.
Butuan City	BCSAT	Differential and front axle	JMKYLE	2	
Butuan City	BCSAT	Diesel Engine	JMKYLE	1	
Butuan City	BCSAT	Fire alarm system	JMKYLE	1	
Butuan City	BCSAT	Power saw/ Band Saw	JMKYLE	1	
Butuan City	BCSAT	MATV Master	JMKYLE	1	
Butuan City	BCSAT	Bore Gauge	JMKYLE	1	No demo conducted.
TOTAL (Tools and equipment that should be replaced, installed, and/or be given with necessary parts)				39	

All other materials delivered by the JMKYLE and JR & JP were in good working condition.

IV. Recommendations

Based on the findings and observations, the following recommendations are made:

1. School personnel, specifically the Property Custodian, should properly manage all the records pertaining to the print and non-print materials received from various Offices and fund sources;
2. School Head should provide technical assistance to his/her Property Custodian in terms of asset management;
3. Inspectorate Team should be present during the delivery of print and non-print materials from the different sources. They should also check the veracity of the delivery documents and the condition and completeness of the delivered materials;
4. Schools should not allow drop-off delivery of print and non-print materials vis-a-vis specified door-to-door delivery agreement reflected in the procurement documents;
5. Future deliveries should include orientation to discuss delivery specifics between the supplier and end user relative to legal guidelines;
6. Property Custodians, Supply Officers, Inspectorate Team, and School Heads should be reoriented with asset management, delivery and procurement guidelines;

7. School personnel should not receive materials that do not meet the agreed specifications; and
8. Supply Officers and Property Custodians should submit a received copy of the documents reflecting the received print and non-print materials to the Division Office and Regional Office.