

Republic of the Philippines
Department of Education

Region V – Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES

January 29, 2024

DIVISION MEMORANDUM

No. 044 s. 2024

SCHEDULE OF SPECIAL AUDIT FOR THE PROCURED LAPTOPS FOR TEACHERS USING THE BAYANIHAN FUNDS

To : Assistant Schools Division Superintendent
SDO Chiefs & SDO Section/Unit Heads & Staff
Education Program Supervisors
Public Schools District Supervisors
School Heads Concerned
Teachers Concerned
All others concerned

1. Pursuant to the attached Regional Memorandum 000004 s. 2023 dated December 28, 2023 re: Schedule of Special Audit for the Procured Laptops for Teachers using the Bayanihan Funds, please be informed that the Commission on Audit Special Services Sector-Fraud Audit Office will conduct a technical inspection of laptop units for teachers procured by DepEd thru the Procurement Service-Department of Budget and Management (PS-DBM) using the Bayanihan funds to SDO Catanduanes recipients on the following schedules:

Date	Time	Participants
February 26, 2024	8:00 a.m. – 4:00 p.m.	Group A
February 27, 2024	8:00 a.m. – 4:00 p.m.	Group B

2. All the recipients/users of this project are **required** to participate/attend and bring your laptop for proper checking, recording, monitoring and evaluation. Other reminders are as follows:

- The person using the laptop should be the one to bring the laptop and attend the inspection even if the laptop was not issued to him/her;
- Bring their DepEd ID and know their DepEd employee number;
- Laptops must be fully charged; and
- Bring a cellular phone that can be connected to the Internet.

3. Enclosed are the List of Participants for Group A and Group B (Enclosure 1). All participants should strictly follow the schedule.



San Roque, Virac, Catanduanes

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4. The following SDO employees should be present at the venue to assist in the conduct of the said special audit:

- Jennifer B. Metica	-	Information Technology Officer-I
- Cristina Barrameda	-	AO IV - Division Supply Officer
- John Bryan Laguda	-	IT Staff
- Franky Padilla	-	IT Staff

5. Transportation, accommodation and other expenses of the participants/support staff in this activity shall be charged against their respective local funds/MOOE subject to the usual accounting and auditing rules and regulations.

6. For inquiries/concerns about this memorandum, please contact the Division IT Officer, Jennifer B. Metica via email at jennifer.metica@deped.gov.ph and the Division Supply Officer, Cristina Barrameda with email cristina.barrameda@deped.gov.ph.

7. For information, guidance and compliance of all concerned.


SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

Encls: As stated
To be indicated in the Perpetual Index
Under the following subjects:
ICT Meeting

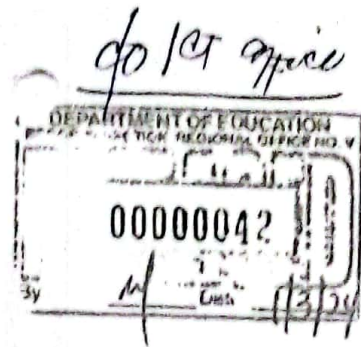
OSDS/ICT/JBM
01/29/2024



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Republic of the Philippines
Department of Education
 REGION V - BICOL



28 December 2023

REGIONAL MEMORANDUM
 No. 000004 s. 2023

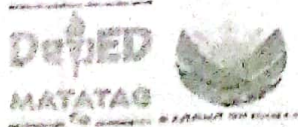
**SCHEDULE OF SPECIAL AUDIT FOR THE PROCURED LAPTOPS FOR TEACHERS
 USING THE BAYANIHAN FUNDS**

To : Schools Division Superintendents
 Division Supply Officers and IT Officers
 All Others Concerned

1. The DepEd Regional Office V would like to inform that the Commission on Audit Special Services Sector – Fraud Audit Office will conduct a technical inspection of laptop units for teachers procured by DepEd thru the Procurement Service – Department of Budget and Management (PS-DBM) using the Bayanihan Funds on the following scheduled below:

2. The scheduled dates per division offices are as follows:

OFFICE/SDO	NO. OF RECIPIENTS	DATE & TIME	PROPOSED VENUE
Regional Office	25	JAN. 16, 2024 (8AM-9AM)	SDO LEGAZPI HALL
Tabaco City	65	JAN. 16, 2024 (9AM-10:30AM)	SDO LEGAZPI HALL
Legazpi City	55	JAN. 16, 2024 (10:30AM-12NN)	SDO LEGAZPI HALL
Ligao City	53	JAN. 16, 2024 (2PM-4PM)	SDO LIGAO HALL
Albay	369	JAN. 17-18, 2024 (8AM-4PM)	TO BE ANNOUNCED
Sorsogon City	54	JAN. 19, 2024 (1PM-3PM) – [sorsogon province – schools near the city (3PM-5PM)]	SDO SORSOGON CITY FUNCTION HALL
Sorsogon Province	268	JAN. 22, 2024 (8AM-5PM)	GUBAT NHS
Masbate City	45	JAN.24, 2024 (8AM-9AM)	SDO MASBATE PROVINCE
Masbate Province	407	JAN. 24, 2024 (10AM-5PM) & JAN. 25, 2024 (8AM-5PM)	SDO MASBATE PROVINCE
Catanduanes	153	FEBRUARY	SDO CATANDUANES
Camarines Sur	637	FEB. 14-16, 19, 2024 (8AM- 5PM)	MILAOR NHS
Naga City	78	FEB. 13, 2024 (1PM-5PM)	CAM SUR NHS
Iriga City	41	FEB. 13, 2024 (8AM-12NN)	IRIGA TEACHER'S HALL
Camarines Norte	278	FEB. 20, 2024 (1PM-4PM), FEB. 21, 2024 (8AM-5PM), FEB. 22, 2024 (8AM-12NN)	SDO CAM SUR CONFERENCE HALL
TOTAL	2,528		



Regional Center Site, Rawis, Legazpi City 4500

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D13-NM-12

Funds/MOOE subject to the usual accounting and auditing rules and regulations.

9. Supply officer and Information Technology Officer for each SDO are requested to attend during the inspection.
10. As to the venue, please provide separate areas for the attendance, QR Code scanning, inspection, and printing.
11. For information, compliance, immediate and wide dissemination of this memorandum.


GILBERT A. SADSAD
Regional Director

ORD/GTS

List of Users- Laptop(Dell) Bayanihan Funds

GROUP A

Schedule of Inspection: February 26, 2024 (8:00a.m.-4:00p.m.)

No	Name of Recipient	Position (Teaching/Non-Teaching)	No. of Units
1	SDS Susan S. Collano - turned-over at SDO Supply/functional	NT-OSDS	1
2	ASDS Ma. Luisa T. Dela Rosa	NT-ASDS	1
3	CES Romel G. Petajen - turned-over at SDO Supply/defective	NT-CID	1
4	EPS II Elizabeth I. Urbano	NT-SGOD	1
5	AO V Eva S. Tolentino	NT-OSDS/GS	1
6	AO II Ma. Cristina M. Alcantara	NT-OSDS/sch-based	1
7	ITO Jennifer B. Metica	NT-OSDS/ICT	1
8	AO IV Liza R. Bernardo - turned-over at SDO Supply/defective	NT-OSDS/Cash	1
9	AO IV Marichelle B. Llave	NT-OSDS/HR	1
10	AO II Roselyn F. Bernardino (SOU-ondetail)-turned-over/onhand- JTalion	NT-OSDS/Supply	1
11	AdAsIII Nimfa R. Arcilla	NT-OSDS/HR	1
12	Engr.III Rodger A. Matienzo	NT-SGOD	1
13	PDO I Ma. Lourdes M. Sorra	NT-SGOD	1
14	Nurse II Ahdel Idanan	NT-SGOD	1
15	PDO II Maria Audrea C. Vivo	NT-SGOD	1
16	SEPS Sarah S. Chiong	NT-SGOD	1
17	EPS Aroline T. Borja	NT-SGOD	1
18	Atty. Norlito Jr. P. Agunday	NT-OSDS/Legal	1
19	Accountant III Angelo James O. Aguinalde	NT-OSDS/Finance	1
20	AO II Roma Angelee A. Soleybar	NT-OSDS/HR	1
21	AO II Ma. Carissa M. Guerrero	NT-OSDS/sch-based	1
22	AO II Korina Carla H. Basco	NT-OSDS/sch-based	1
23	AO II Vilma S. Benavidez	NT-OSDS/sch-based	1
24	AO II Naomi C. Santelices	NT-OSDS/sch-based	1
25	AO II Christine Louise S. De Leon - returned at SDO Supply 1/19/2024	NT-OSDS/sch-based	1
26	AO II Debbie B. Go	NT-OSDS/sch-based	1
27	SHS Nurse II Erma B. Pampanga	NT-SGOD	1
28	AO II Sarah Kaye B. Sarmiento	NT-OSDS/sch-based	1
29	AO V Eva S. Tolentino - used at SDO Lobby-PACD-Off.of the day use	NT-OSDS	1
30	COA-ATM Kristine Joy P. Beo - returned at SDO Supply 1/22/2024	COA	1
31	PSDS Miguelito Rodriguez	NT	1
32	PSDS Nieva DJ. Tuibeo	NT	1
33	PSDS Henry T. Marin-turned-over at SDO Supply/defective	NT	1
34	PSDS Delfin I. De Leon	NT	1
35	AO II Rizza Mae B. Alcantara	NT-OSDS/sch-based	1
36	PSDS Brenda V. Villarey	NT	1
37	PSDS Belen T. Tapas	NT	1
38	AO II Annie Geisha Matienzo	NT-OSDS/sch-based	1
39	PSDS Elias V. Abundo	NT	1
40	PSDS Ruth B. Sorra	NT	1
41	PSDS Joselito Ruiz	NT	1
42	OIC-PSDS Noe M. Villamartin	NT-Bugao CES	1
43	PSDS Arnold M. Valledor	NT	1
44	PSDS Jose T. Arcilla, Jr.	NT	1
45	PSDS Marisol T. Lim	NT	1
46	PSDS Timmy Alcantara	NT	1
47	PSDS Clarissa G. Magdaraog	NT	1

List of Users- Laptop(Dell) Bayanihan Funds

GROUP A

Schedule of Inspection: February 26, 2024 (8:00a.m.-4:00p.m.)

No	Name of Recipient	Position (Teaching/Non-Teaching)	No. of Units
48	AO II Fatima F. Joson	NT-OSDS/sch-based	1
49	SH Milagros V. Lim	NT-Bag.RDHS	1
50	SH Lyra C. Tusi	NT-Baras RDHS	1
51	SH Sonia V. Prensader	NT-Bato RDHS	1
52	SH Bernardo Bosque	NT-Caramoran SF	1
53	SH Amelia R. Eusebio	NT-Cat.Nat.HS	1
54	Socorro Bonifacio	NT-Pandan SAT	1
55	SH Maybelle V. Rubio	NT-San Andres VS	1
56	San Vicente ES SH Jose B. Tapia	NT-Bag.North	1
57	Bugao CES SH Maria Luz G. Bautista	NT-Bag.North	1
58	Bacak ES SH Lolita P. Dela Rosa	NT-Bag.South	1
59	Quigaray ES SH Maria Gracia A. Baluyot	NT-Bag.South	1
60	Salvacion ES SH Leny B. Ignacio	NT-Bag.South	1
61	Guinsaanan ES SH Joel V. Masagca	NT-Baras North	1
62	Puraran ES SH Ara V. Bodota	NT-Baras North	1
63	San Miguel ES SH Joel V. Masagca	NT-Baras North	1
64	Abihao ES SH Janet T. Vargas	NT-Baras South	1
65	Baras CES SH Anelyn P. Carpio	NT-Baras South	1
66	Caragumihan ES SH Adeleine Arcilla	NT-Baras South	1
67	Putsan-Danao ES SH Maribel B. Tagoo	NT-Baras South	1
68	Tilod ES SH Jovel Tendencia	NT-Baras South	1
69	Sta.Maria ES SH Levi Taway	NT-Baras South	1
70	Bagumbayan ES SH Marshall A. Tito	NT-Bato East	1
71	Bote IS SH Lina T. Tayas	NT-Bato East	1
72	San Pedro ES SH Sherwyne Manlangit	NT-Bato East	1
73	Guinobatan ES SH Jenry B. Tayam	NT-Bato West	1
74	Marinawa ES SH Estrella T. Rojas Jr.	NT-Bato West	1
75	Oguis ES SH Marck John D. Eustaquio	NT-Bato West	1
76	Camburo ES SH Jill Ann S. Sarmiento	NT-Caramoran North	1
77	Dariao ES SH Edwin T. Resare	NT-Caramoran North	1

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List of Users- Laptop(Dell) Bayanihan Funds

GROUP B

Schedule of Inspection: February 27, 2024 (8:00a.m.-4:00p.m.)

No	Name of Recipient	Position (Teaching/Non-Teaching)	No. of Units
1	Tubli ES SH Rosiel P. Imperial	NT-Caramoran North	1
2	Datag CES SH Alan S. Gud	NT-Caramoran South	1
3	Sabloyon ES SH Edgar S. Santos	NT-Caramoran South	1
4	Supang ES SH Hizel L. Del Barrio	NT-Caramoran South	1
5	Dominador Guerrero ES SH Rodel Tayo	NT-Gigmoto	1
6	San Pedro ES SH Rodel Tayo	NT-Gigmoto	1
7	Sioron ES SH Chito T. Carranza	NT-Gigmoto	1
8	Porot ES SH Bernardo F. Condeno Jr.	NT-Pandan East	1
9	San Isidro ES SH Jennierose T. Rodriguez	NT-Pandan East	1
10	Tabugoc CES SH Arnel D. Bonifacio	NT-Pandan East	1
11	Balognonan ES SH Mary Ann P. Galicia	NT-Pandan West	1
12	Oga ES SH Rebecca Lopez	NT-Pandan West	1
13	Lumabao ES SH Ma. Remons E. Tabirara	NT-Pandan West	1
14	Mabini ES SH Grace J. Calderon	NT-Panganiban	1
15	San Miguel ES SH Julie Vitalicio	NT-Panganiban	1
16	Tibo ES SH Amel T. Fernandez	NT-Panganiban	1
17	Palawig ES SH Reggie Cerdenia	NT-San Andres East	1
18	Comagaycay ES SH Rolly N. Nazareno	NT-San Andres East	1
19	Bislig ES SH Danilo C. Climaco Jr.	NT-San Andres West	1
20	Mayngaway ES SH Napoleon Arcilla	NT-San Andres West	1
21	Tibang ES SH Joni S. Toledo	NT-San Andres West	1
22	Pagsangahan ES SH Elena C. Teder	NT-San Miguel North	1
23	Paraiso A ES SH Jingkee Torrena	NT-San Miguel North	1
24	Paraiso B ES SH Alex S. Aguilar	NT-San Miguel North	1
25	Dayawa ES SH Christophere S. Tapas	NT-San Miguel South	1
26	Katipunan ES SH Mary Jane Valenzuela	NT-San Miguel South	1
27	Obo ES SH Marigen M. Torrente	NT-San Miguel South	1
28	Magsaysay ES SH Sheryl U. Lita	NT-Viga East	1
29	Burgos ES ICT Roseann T. Ragos	NT-Viga West	1
30	Summit ES SH Perfecto M. Usero	NT-Viga West	1
31	Buyo IS SH Allan Sorreda	NT-Virac North	1
32	Danicop ES SH Perlita V. Tatel	NT-Virac North	1
33	F.Tacorda ES SH Ariel T. Abrasaldo	NT-Virac South	1
34	Palta Saday ES SH Tessie Padilla	NT-Virac South	1
35	San Isidro Village ES SH Jocelyn A. Burce	NT-Virac South	1
36	Talisoy ES SH Mary Liza T. Ibayan	NT-Virac South	1
37	Valencia ES SH Gloria T. Tejada	NT-Virac South	1
38	Virac CES SH/PC Miguel C. Salvante, Jr.	NT-Virac South	1
39	ALS MT Leizel T. Manlangit-Mabato CES	Teaching	1
40	San Andres West DALSC Raul Eustaquio	Teaching	1
41	Pandan East/ALS Mobile Teacher Teresita T. Sanchez	Teaching	1
42	San Andres West Mobile Teacher Mariles V. Besonia	Teaching	1
43	San Andres West/Mobile Teacher Levy M. Calingo	Teaching	1
44	Virac North/Mobile Teacher Jeddy T. Tanael	Teaching	1
45	Virac South/Mobile Teacher Hermes T. Magtangob	Teaching	1
46	Virac South/Mobile Teacher Alona N. Tio	Teaching	1
47	Bagamanoc North/DALSC Raul V. Villacorta	Teaching	1
48	Bato East/DALSC Marlou T. Sarmiento	Teaching	1

List of Users- Laptop(Dell) Bayanihan Funds

GROUP A

Schedule of Inspection: January 26, 2024 (8:00a.m.-4:00p.m.)

No	Name of Recipient	Position (Teaching/Non-Teaching)	No. of Units
49	Caramoran South/DALSC Lea L. Cabrera	Teaching	1
50	Gigmoto/DALSC Tito F. Tutanes	Teaching	1
51	Bagamanoc North/Mobile Teacher Jan Michael T. Villacorta	Teaching	1
52	Bagamanoc South/Mobile Teacher Rolly V. Valatero	Teaching	1
53	Baras South/Mobile Teacher Donald Azel A. Tenerife	Teaching	1
54	Bato East/Mobile Teacher Leonila T. Flores	Teaching	1
55	Caramoran North/Mobile Teacher Jenny Marie B. Balayo	Teaching	1
56	Caramoran South/Mobile Teacher Lea T. Balmaceda	Teaching	1
57	Pandan West/Mobile Teacher Cristine D. Bernardino	Teaching	1
58	PAR issued to San Andres East/Mobile Teacher Maricris T. Tumpang	Teaching	1
59	San Miguel North/Mobile Teacher Joana T. Buendia	Teaching	1
60	San Miguel South/Mobile Teacher Judith T. Robles	Teaching	1
61	Viga East/Mobile Teacher Joel L. Soliman	Teaching	1
62	Bagamanoc South/DALSC Nimfa Ceballo	Teaching	1
63	Baras North/DALSC Maria Cristina Torrecampo	Teaching	1
64	Baras North/DALSC Mary Cris Israel	Teaching	1
65	Pandan West/DALSC Richard Japson	Teaching	1
66	Baras South/Mobile Teacher Cohlen M. Doran	Teaching	1
67	Gigmoto/Mobile Teacher Cynthia R. Carranza	Teaching	1
68	San Andres East/Mobile Teacher Allan T. Sumalde	Teaching	1
69	Virac North/Mobile Teacher Charles T. Perez, Jr.	Teaching	1
70	Virac South/MT Judy Mae L. De Mesa	Teaching	1
71	Virac South/DALSC Salvador Panti	Teaching	1
72	Gigmoto/MT Cesar Trasmano	Teaching	1
73	Viga West/DALSC Erlinda Tolin	Teaching	1
74	Panganiban/DALSC Emma Ceballo	Teaching	1
75	AO II Chanda L. Soliveres	NT-OSDS/sch-based	1
76	EPS II Maria Rita SR. Tablate	NT-CID	1

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