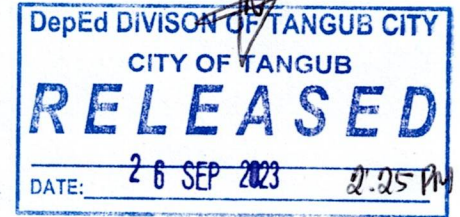




Republic of the Philippines  
**Department of Education**  
Region X  
**SCHOOLS DIVISION OF TANGUB CITY**



September 26, 2023

**DIVISION MEMORANDUM**  
No. 929, s. 2023

To: Assistant Schools Division Superintendent  
CID and SGOD Chief Education Supervisors  
Education Program Supervisors  
Public Schools District In-Charge  
Elementary and Secondary School Heads  
School ICT Coordinators  
All Others Concerned  
This Division

**TECHNICAL INSPECTION OF LAPTOP COMPUTERS PROCURED UNDER  
BAYANIHAN II FUNDS**

1. Pursuant to the Commission on Audit (COA) Communication Letter No. 2023-001, a special audit shall be conducted on the Dell laptop computers procured under Bayanihan II Funds by COA on October 23, 2023 at the Division of Ozamiz City Training Hall, Ozamiz City.
2. In line with this, all Dell laptops together with all the accessories must be submitted to this Division on or before October 15, 2023, for initial inspection.
3. All recipients of the said laptops must be present during the inspection.
4. Traveling expenses of the participants are chargeable against school or division MOOE Fund subject to the usual accounting and auditing rules and regulations.
5. Enclosed is the Letter for your reference.
6. For information and guidance.

**SHAMBAEH A. ABANTAS-USMAN, PhD, CESE**  
Assistant Schools Division Superintendent  
OIC – Office of the Schools Division Superintendent

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



Address: Anecito Siete St. Mantic, Tangub City  
Telephone: (088) 530 - 5988



Republic of the Philippines  
**COMMISSION ON AUDIT**  
 National Government Sector  
 Department of Education  
 Division of Tangub City  
 City of Tangub

NGAS Cluster, Audit Team R10-11

COMMUNICATION LETTER  
 No. 2023-001

September 18, 2023



**SHAMBAEH A. ABANTAS-USMAN, PhD, CESE**  
 Assistant Schools Division Superintendent  
 OIC - Schools Division Superintendent  
 Department of Education  
 Division of Ozamiz City  
 Ozamiz City

Attention: **RONIE E. SENARILLOS**  
 Supply Officer

*9/18/23*

**ALDEN M. ANTONIO**  
 ITO


*9/18/23*

Madame:

Pursuant to Office Order No. 2023-138 dated February 6, 2023, a Special Audit Team was created to conduct a special audit on the procurement of laptop computers by the DepEd through the PS-DBM and the same shall conduct technical inspection on **October 23, 2023** on the mentioned laptops. In line with this, to streamline and expedite the technical inspection, may we request assistance for the following, viz:

- a. Transport and gathering of all the 47 DELL laptops—including its accessories—in the Training Hall of the Schools Division of Ozamiz City, *together with its respective users.*
  - b. Designated Personnel to ensure the safety of the laptops on-site;
  - c. Assistance from the IT Team of the Division Office on-site;
  - d. Printers (at least 2) available on-site;
  - e. Transportation for the users and FAO Team, if needed; and
  - f. Data regarding the receipt of the laptops. This shall be filled-out in the Google Drive.
- Kindly scan the QR Code attached below. **(Deadline: September 20, 2023)**

Additional information regarding the same shall be communicated thereafter. Thank you for your continued cooperation

  
**DEBORAH TRACY M. CABRERA**  
 State Auditor I  
 OIC - Audit Team Leader

Copy furnished:

  
**DELMA R. DENAPO**  
 Administrative Officer V *9/18/23*

  
**LORENA P. SERRANO, CESO VI**  
 Assistant Schools Division Superintendent

