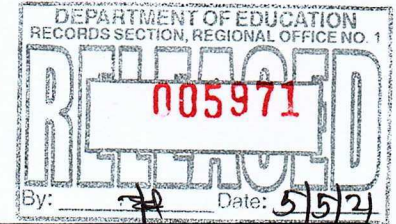




Republic of the Philippines  
**Department of Education**  
 REGION I



Office of the Regional Director

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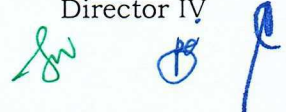
REGIONAL MEMORANDUM  
 No. 402, s. 2021

**NOTICE OF CONSULTATION MEETING RE: INSPECTION AND ACCEPTANCE  
 FOR THE PROCUREMENT OF GOODS IN THE DEPARTMENT OF EDUCATION**

To: Schools Division Superintendents  
 Regional & Schools Division Inspectorate Team  
 Schools Division Supply Officers

- Attached is DepEd Memorandum Number OASPA-CM-0421-024 issued by the Office of the Assistant Secretary for Procurement and Administration (OASPA) regarding the Inspection and Acceptance for the Procurement of Goods.
- The OASPA is currently drafting a policy that will set standards, guidelines and protocols that will ensure efficient and uniform conduct of inspection and acceptance activities across the governance levels in the department. The policy is attached for easier reference and perusal of the Division Supply Officers and Inspectorate Team.
- Anent to this, an online consultation meeting regarding the draft policy will be conducted via Microsoft Teams on May 7, 2021 at 10:00 AM. The link to the meeting will be sent prior the schedule.
- Immediate dissemination of and compliance with this Memorandum is desired.

  
**TOLENTINO G. AQUINO**  
 Director IV



Encls: As Stated  
 Reference: DepEd Memorandum Number OASPA-CM-0421-024  
 To be indicated in the Perpetual Index  
 under the following subjects:

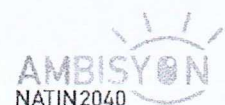
GOODS      INSPECTION & ACCEPTANCE      PROCUREMENT

AD-AMS/rrnb/RegionalMemorandum-Inspection&Acceptance  
 May 5, 2021

**DepEd Region 1: Built on character; empowered by competence.**

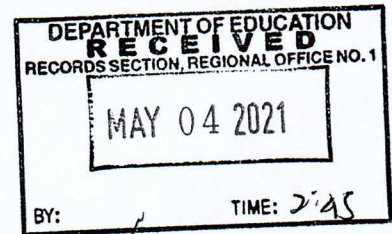


Flores St., Catbangen, City of San Fernando, La Union  
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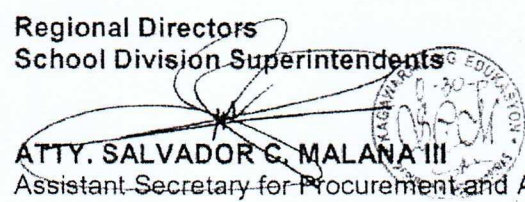
Republic of the Philippines  
**Department of Education**  
**OFFICE OF THE ASSISTANT SECRETARY**  
**FOR PROCUREMENT AND ADMINISTRATION**



**MEMORANDUM**  
**OASPA-CM-0421-024**

**TO:** Regional and Division Supply Officers  
Regional and Division Inspectorate Team

**THROUGH:** Regional Directors  
School Division Superintendents

**FROM:**  **ATTY. SALVADOR C. MALANA III**  
Assistant Secretary for Procurement and Administration

**SUBJECT:** NOTICE OF CONSULTATION MEETING RE:  
INSPECTION AND ACCEPTANCE FOR THE  
PROCUREMENT OF GOODS IN THE DEPARTMENT  
OF EDUCATION

**DATE:** 30 April 2021

The Office of the Assistant Secretary for Procurement and Administration (OASPA) is in the process of drafting a policy and procedural guidelines on *Inspection and Acceptance for the Procurement of Goods in the Department of Education* as part of the Department's continuing efforts to improve and strengthen the inspection mechanisms in the procurement process.

One of the objectives of the policy is the creation of standards and the establishment of protocols to ensure efficient and uniform conduct of inspection and acceptance activities in all the governing units of DepEd.

In this regard, we request your participation to a consultation meeting on **7 May 2021 at 10:00 AM** to be conducted through videoconference via MS Teams. The link to the meeting will be sent prior to the above set schedule.

A copy of the draft policy is attached herewith for your perusal. Your inputs and comments for the development of this material will be highly appreciated.

Thank you.

Encl: As stated

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