REGIONAL MEMORANDUM
No. 492, 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

1. 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.

2. 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.

3. 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.

4. 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/rmb/RegionalMemorandum-Inspection&Acceptance
May 5, 2021

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

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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
DepEd ORDER
No. _____

INSPECTION AND ACCEPTANCE PROTOCOLS FOR THE PROCUREMENT OF GOODS IN THE DEPARTMENT OF EDUCATION

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

1. The Department of Education issues the enclosed Inspection and Acceptance Protocols for the Procurement of Goods in the Department of Education as part of its continuing efforts to improve and strengthen the inspection mechanisms implemented in the procurement process.

2. This policy aims to set standards, consolidate, reinforce and update the existing rules and procedures that are to be observed in the inspection of goods to be carried out by Inspectorate Teams constituted in accordance with Department Order No. 027, s. 2020.

3. This is in line with the principle of streamlined procurement process stated in Republic Act. No. 9184 or the Government Procurement Reform Act and its Revised Implementing Rules and Procedures.

4. The inspection and acceptance protocols shall cover pre-delivery inspection, inspection before acceptance in the delivery site and post-delivery inspections in all the governance units of the Department.

5. All DepEd Orders, Memoranda, and other related issuances, rules, regulations, and provisions which are inconsistent with this Order are hereby repealed, rescinded, or modified accordingly.

6. For more information, contact the Office of the Assistant Secretary for Procurement and Administration, Mabini Building, Department of Education Central
Office, DepEd Complex, Meralco Avenue, Pasig City through email at asec.pa@deped.gov.ph or at telephone number (02) 8634-1169.

7. This Order shall take effect immediately upon its issuance.

8. Immediate dissemination of and strict compliance with this Order are directed.

LEONOR MAGTOLIS BRIONES
Secretary

Encl:
As stated

References:
DepEd Order No. 5, s. 2010
DepEd Order No. 35, s. 2017
DepEd Order No. 42, s. 2018
DepEd Order No. 026, s. 2020
DepEd Order No. 027, s. 2020

042821 Draft DO for Inputs and/or Comments of Concerned Offices and Inspectors
Enclosure to DepEd Order No. ____, s. 2021

INSPECTION AND ACCEPTANCE PROTOCOLS FOR THE PROCUREMENT OF GOODS IN THE DEPARTMENT OF EDUCATION

I. RATIONALE

In 2020, the Department of Education (DepEd) issued DO No. 27, s. 2020 entitled, *Guidelines on the Reconstitution of Inspectorate Team in the Department of Education Central Office, Regional and Schools Division Offices, and Schools* which provides the procedure of reconstituting Inspectorate Teams at the different governance levels of the Department and aims to establish an efficient selection process for highly competent, dedicated and responsible inspectors that is essential in the execution of DepEd procurement projects.

The reconstitution of Inspectorate Teams, however, is only one part of the reconstruction of the inspection mechanisms in the Department. Of equal importance is the creation of standards which will ensure that the inspection and acceptance of goods are carried out in accordance with government procurement rules and regulations and relevant accounting and auditing requirements. While DepEd has issued in the past a number of inspection guidelines and policies, the needs and demands of the modern times call for a more capacitating and encompassing set of methods and standards. Therefore, the Department caused the formulation of this policy which includes procedures for the inspection and acceptance of procurement projects covered by the DepEd integrated logistics system, and which will equip inspectors with sufficient understanding and discipline in the area of inspection as a crucial element of the procurement process.

II. SCOPE

The rules, standards and procedures contained in this policy shall cover pre-delivery inspection, inspection and acceptance at delivery site(s), and post-delivery inspection of goods procured by the Central Office (CO), Regional Offices (ROs), Schools Division Offices (SDOs) and Schools.

IV. POLICY STATEMENT

This policy aims to set standards in the conduct of inspection and acceptance activities in the Department. It is also intended to support the governing principles of government procurement particularly the streamlining of procurement process by simplifying,
updating and consolidating all inspection protocols, references and documents. This policy likewise aims to adhere to relevant accounting and auditing standards through the proper accomplishment and submission of government forms by inspectors, property custodians and/or supply officers for reporting of transactions. The implementation of the herein prescribed protocols shall ensure uniformity of standards, procedures and recording and reporting documents for the procurement of goods in the Department.

V. PROCEDURES

A. Deployment of the Inspectorate Team

Central Office

1. The Office of the Assistant Secretary for Procurement and Administration shall form an Inspectorate Team from the CO Pool of Inspectors. The Office shall issue an Inspection Order directing the Team to conduct an inspection for a specific project and providing the details thereof, e.g. date and time of inspection, inspection site, brief description and quantity of goods to be inspected and special instructions, if any. The detailed technical specifications of the items for inspection shall be attached to the Order.

2. Upon receipt of the Inspection Order, the Team Leader of the Inspectorate Team shall call for a pre-inspection meeting to discuss pertinent matters such as specific assignments or special instructions, duration of inspection, transportation concerns, inspection technique as determined during the pre-contract implementation conference, and the preparation of project references and inspection documents. A notice for the said meeting shall be prepared by the Team Leader.

ROs, SDOs and Schools

1. The Head of the Administrative Division or Administrative Section in ROs and SDOs, or the School Head or Principal shall issue an Inspection Order to the duly constituted Inspectorate Team.

2. If the goods are procured by the Central Office, the final and approved technical specifications of the goods shall be provided by the Contract Management Division to the field office concerned prior to the date of delivery as stated in the delivery plan. If the goods are procured by the RO or SDO, it shall be the Property and Supply Office
2.1.3. The project implementing unit shall prepare a sampling plan which shall guide the inspectors in conducting inspection through sampling technique. The project implementing unit shall provide CMD a copy of the sampling plan.

2.2. *Per Item Inspection.* Inspection shall be conducted per item, that is, one hundred percent (100%) of the goods must be examined, if:

a) the nature of the goods requires a thorough examination of contents, parts, components and functionality, as previously determined by the implementing or end-user unit and communicated to the Contract Management Division;

b) the rejection rate is high during inspection through sampling method; or

c) the goods to be inspected are electronic and mechanical equipment.

2.3. The determination of the most suitable and effective inspection technique for particular items shall be made, after a careful consideration of the sampling plan prepared by the project implementing unit and all other factors affecting the inspection, during the pre-contract implementation conference.

3. The goods that passed the pre-delivery inspection shall be packed in accordance with the required packaging material or receptacle and sealed in the presence of the Inspectorate Team. The Team Leader shall affix his/her signature on the packaging and indicate the date of pre-delivery inspection.

3.1. The packaging shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation during transit. Packaging size and weight shall take into consideration the remoteness of the goods' final destination and the absence of heavy handling facilities at all points of transit.

3.2. The inspectors shall ensure that the packed items are sealed tightly, safe from tampering and secured against the risk that rejected or damaged goods may be surreptitiously inserted in the package.

4. The Team Leader of the Inspectorate Team shall preside a brief post-inspection meeting to discuss any relevant concerns or observations and the details to be reflected in the pre-delivery inspection report.
which shall provide copies of the final and approved technical specifications to the recipient offices or schools.

B. Pre-Delivery Inspection

General Guidelines

1. The Contract Management Division (CMD) shall provide the members of the Inspectorate Team with copies of the final and approved technical specifications of the goods to be inspected before the scheduled day of inspection. This may be done during the pre-inspection meeting. The detailed Technical Specifications of the goods as referred or attached to the approved contract, purchase order or memorandum of agreement shall be used as reference in checking the design, format, contents and packaging materials of the subject goods.

1.1. The CMD shall likewise provide the team with the inspection handbook or manual relevant to the items to be inspected, if there is any (e.g., DCP Orientation Handbook).

2. Inspection Techniques.

2.1. Sampling Technique. Inspection shall be conducted through sampling technique when the quantity and/or nature of the goods entail too much time and effort to inspect the entire quantity of items. Inspection through sampling can either be random sampling or interval sampling, and which usually covers ten percent (10%) of the total quantity of goods.

2.1.1. Random Sampling – A number of units constituting ten percent (10%) units of the entire number of goods for inspection are picked randomly by the inspectors for observation, inspection or testing. Random sampling is commonly used in items with serial number or other form of identification.

2.1.2. Interval Sampling – The items are first divided into lots or batches, depending on the volume and complexity of the items. A sample of a certain size is drawn from each lot or batch until ten percent (10%) units is taken out from the total quantity of goods. One hundred percent (100%) inspection is then performed on the ten percent (10%) sample units. This applies to items without serial number or other form of identification.
2.1.3. The project implementing unit shall prepare a sampling plan which shall guide the inspectors in conducting inspection through sampling technique. The project implementing unit shall provide CMD a copy of the sampling plan.

2.2. *Per Item Inspection.* Inspection shall be conducted per item, that is, one hundred percent (100%) of the goods must be examined, if:
   a) the nature of the goods requires a thorough examination of contents, parts, components and functionality, as previously determined by the implementing or end-user unit and communicated to the Contract Management Division;
   b) the rejection rate is high during inspection through sampling method; or
   c) the goods to be inspected are electronic and mechanical equipment.

2.3. The determination of the most suitable and effective inspection technique for particular items shall be made, after a careful consideration of the sampling plan prepared by the project implementing unit and all other factors affecting the inspection, during the pre-contract implementation conference.

3. The goods that passed the pre-delivery inspection shall be packed in accordance with the required packaging material or receptacle and sealed in the presence of the Inspectorate Team. The Team Leader shall affix his/her signature on the packaging and indicate the date of pre-delivery inspection.

3.1. The packaging shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation during transit. Packaging size and weight shall take into consideration the remoteness of the goods' final destination and the absence of heavy handling facilities at all points of transit.

3.2. The inspectors shall ensure that the packed items are sealed tightly, safe from tampering and secured against the risk that rejected or damaged goods may be surreptitiously inserted in the package.

4. The Team Leader of the Inspectorate Team shall preside a brief post-inspection meeting to discuss any relevant concerns or observations and the details to be reflected in the pre-delivery inspection report.
Specific Guidelines

Science and Math Equipment and TVL Tools and Equipment

1. The Inspectorate Team shall use the Inspection and Test Protocol for SME and TVL Tools and Equipment provided by CMD as reference in conducting quality control inspection during pre-delivery inspection.

2. Another reference for pre-delivery inspection shall be the detailed technical specifications or the technical specifications of the approved sample attached to the contract. In case of appreciable deviation of the approved sample from the original technical specifications, the approved and accepted sample shall be made as final reference (DO No. 51, s. 2018).

3. In deciding between sampling technique inspection and per-item inspection, the quantity of the goods must be considered. For large volume items, the inspection may begin with a random inspection using the Sampling Plan prepared by BLR-Cebu. If, however, the quality of the goods is poor as manifested by high percentage of rejection, the random inspection must shift to per-item inspection. One hundred percent (100%) inspection shall be conducted for small volume items.

4. For visual inspection, inspectors shall check if there is any breakage, peeled-off paint, chipped edges, sharp edges, cracks, scratches, and other deficiencies or defects.

5. Inspectors shall also perform dimensional inspection on the tools and equipment through linear measurement of the length, width, height, thickness, etc.

School Furniture

1. A random inspection shall be performed during pre-delivery inspection. The number of items to be inspected should not be less than the number of recipient schools as indicated in the distribution or allocation list.

2. Tables, chairs and desks must be free from sharp edges for safety considerations.
3. All components of the furniture must be adequately braced to provide stability and durability.

4. Surfaces of armchairs and tables must have smooth, even and uniform finish. There should be no cracks and chips which may affect serviceability.

5. The school furniture found to be compliant with the required technical specifications shall be marked by the inspectors.

6. The goods that passed the pre-delivery inspection must be marked or labelled by the supplier in order to identify the procuring entity (CO, RO or SDO) and the supplier of the furniture. The markings or labels must be in accordance with the detailed technical specifications or the instructions of the end-user unit, if any, specifying the markings to be painted, the part of the furniture on which the markings shall be painted and the assigned color of the markings.

**Printed Learning Materials and Supplementary Learning Resources**

1. Quality Control Inspectorate Team (QCIT). BLR-Quality Assurance Division shall organize a team of learning resource evaluators composed of learning area experts and education program supervisors who shall administer the content evaluation process prior to the issuance of Authority to Mass Print.

   1.1. The QCIT shall function and operate separately from the Inspectorate Team constituted by the Central Office which shall be in charge of the post-printing and pre-delivery inspection.

2. In the pre-delivery inspection of PLMs and SLRs, the end-user representatives of the Inspectorate Team may focus on the examination of instructional design of the learning material and the general and specific requirement on contents (e.g., compliance of SLMs to Most Essential Learning Competencies). The rest of the inspectors shall inspect the physical attributes such as the cover page, dimensions, type of paper and type of binding, the packaging materials and quantity, among others.

3. Items found to be defective or non-compliant with the technical specifications shall be marked with "defective" or "X" by an indelible ink or marker.
Test Materials (Non-classified Materials, Test Booklets, Scannable Answer Sheets and School Headers, and Certificates of Rating)

1. CMD shall provide the Inspectorate Team the detailed Technical Specifications attached to the contract, the National Allocation Summary (NAS) and other relevant project documents forwarded by the Bureau of Education Assessment to be used as reference for inspection.

2. For big testing projects such as NCAE, A&E, PEPT, NAT Grade 6, 10 and 12, at least three (3) ocular inspections shall be conducted, viz:
   1\st inspection – at least 10% to 20% of the test materials are already printed
   2\nd inspection – at least 50% to 60% of the test materials are already printed
   3\rd inspection – 100% of the test materials are already printed

3. For small testing projects such as QERALIS and EMT, only one ocular inspection shall be conducted. The inspection shall be done after all test materials are printed and packed according to allocation.

DCP Packages

1. The reference for inspection shall be the detailed Technical Specifications referred or attached to the contract and the approved and accepted sample. In case of inconsistencies, the approved sample shall be made as the final reference.

2. For electronic equipment, random and interval sampling methods of inspection shall not be applicable. The items must be individually inspected. Among the details to be checked are serial number, brand name, model, point of origin and patent number.

3. The Inspectorate Team must secure a copy of the Serial Number Checklist from the Supplier.

4. Inspectors shall check if there are obvious damage or defects in the equipment, accessories, connectors, plugs, and socket; and if there are discoloration, rust, stains and decays due to exposure to heat, chemicals or moisture.

5. The supplier may be requested to perform trial and operational test if necessary and demonstrate the operation of the equipment in the presence of the inspectors.
6. Hearing is essential in the detection of defects indicated by unusual sounds or noises audible when observing the operation of the equipment such as knocking, squeaking, sputtering, cracking, breaking, scratching, etc.

7. Check the inclusion of warranty certificate and instruction manual.

C. Inspection and Acceptance at the Delivery Site

1. The CO, RO, SDO or School Inspectorate Team shall inspect the delivered goods in accordance with the applicable general and specific guidelines for pre-delivery inspection stated above and the applicable Inspection and Test Protocol, if any.

2. The quantity of the goods delivered shall be checked through manual counting.

3. Sealed packages, containers or any other receptacles that are patently tampered, damaged, wet or torn or obviously mishandled may be rejected outrightly.

4. If the goods require assembly, installation and/or mounting, acceptance thereof shall be made only after complete assembly and installation.

5. If the goods are compliant with the technical specifications, the Inspectorate Team shall sign the IAR.

   5.1. If some of the goods are rejected, a brief description of their condition and quantity shall be stated in the IAR. The rejected goods shall be properly marked, packed and returned to the Supplier for rectification or replacement.

6. For projects procured by the CO and covered by the Integrated Logistics System, the IAR shall be accomplished at the supplier’s warehouse – before the goods are hauled or picked up by the third party logistics service provider.

   6.1. The delivery by the third party logistics service provider from its warehouse to the recipient units or schools shall be documented through a document called Transfer Manifest.

D. Post-Delivery Inspection
1. A post-delivery inspection shall be conducted by the Inspectorate Team of the recipient office or school within the warranty period stated in the contract, purchase order or memorandum of agreement, which commences to run from the date of final acceptance by the end-user unit.

2. The post-delivery inspection is the second layer of inspection from the time the goods are finally delivered to the project site and is intended to ensure that all delivered and accepted goods are free from manufacturing defects and with the right quality and quantity as described in the project documents/references.

   2.1. Goods are considered defective when they are “unfit for the use for which it is intended” or “its fitness for such use is diminished to such an extent that, had the vendee been aware thereof, he would not have acquired it or would have given a lower price for it” (Civil Code of the Philippines, Art. 1561).

   2.2. Ordinary wear and tear due to normal usage of the goods is excluded from the coverage of the supplier’s warranty obligation.

3. Upon completion of inspection, the Inspectorate Team shall prepare a Post-Delivery Inspection Report stating therein the condition and quantity of the goods and a recommendation to the head of the procuring unit for claims against the warranty should there be manufacturing defects discovered on the goods inspected.

E. Inspection and Acceptance Documents

1. References during Inspection
   a. Approved Contract, Purchase Order or Memorandum of Agreement/Understanding including any supplements or amendments thereto
   b. Final and approved technical specifications or the approved sample during post-qualification or its equivalent technical specifications
   c. Inspection and Test Protocol, if any

2. Pre-Delivery Inspection Report
   a. This document shall state, among others, the findings and result of the pre-delivery inspection conducted by the Inspectorate Team. It shall state the quantity of accepted and rejected items, if any, and the reason(s) for rejection.
b. The report must be signed by all the inspectors and submitted to the End-User Unit, Asset Management Division, Contract Management Division and Office of the Assistant Secretary for Procurement and Administration within two (2) days from the completion of the pre-delivery inspection.

3. **Inspection and Acceptance Report (IAR)**
   a. The IAR shall be prepared by the Asset Management Division and forwarded to the Inspectorate Team prior to the scheduled date of inspection.
   b. The IAR must be in conformity with the details stated in the Inspection Order (i.e., the goods inspected, quantity and amount, the names and designation of all inspectors).
   c. If the inspected goods conform to the required specifications, three members of the Inspectorate Team shall sign the inspection portion of the IAR. DO No. 8, s. 2021 provides that at least two (2) designated members of the Inspectorate Team and one (1) representative from the end-user unit shall sign the inspection portion of the IAR. This matter may be discussed during Pre-Inspection Meeting.
   d. If the goods are not in conformity with the specifications or not of the right quantity, a notation shall be indicated in the IAR.
   e. The acceptance portion of the IAR shall be signed by the Head of the Asset Management Division in CO, Administrative Officer V in RO Asset Management Section, Administrative Officer IV in SDO Property Unit, and the designated Property Custodian in Schools.
   f. For payment purposes, the IAR must state whether the inspection and acceptance covers the complete quantity of goods. If partial, the exact quantity and amount of the goods must be indicated.

4. **Transfer Manifest**
   a. The Transfer Manifest is used only for procurement projects with integrated logistics services. This document records the delivery of goods made by the third-party logistics provider to the recipient office or school.

5. **Certificate of no-claim for warranty**
   a. Formerly called the Certificate of Contract Compliance, this document is issued by the implementing office to the supplier of school furniture and other related goods after the warranty period, with no manufacturing defects discovered during the post-delivery inspection. The issuance of this certificate shall cause the release of the retention money to the supplier.
6. Quality Receiver Test Questionnaire
   a. This document shall be used by the Property Custodian or Supply Officer during delivery, inspection and acceptance at the project site. It shall manifest any damage and breakage of goods delivered, and shall serve as basis for any claim to repair or replace the damaged, broken, defective or missing goods during delivery.

7. Post-Delivery Inspection Report
   a. This report shall reflect the quantity and quality of goods after acceptance by the Property Custodian. It shall likewise state all the names and designation of all persons present during the delivery, inspection and acceptance, including the authorized representative of the Supplier, if any.
   b. The report shall further state the recommendation of the Inspectorate Team for the payment of the contract price or any adjustments thereof, depending on the outcome of the inspection and acceptance of delivered goods.

8. Property Transfer Report
   a. This document is prepared by the Asset Management Division or the Supply Unit in the field offices on the basis of the Allocation/Distribution List provided by the implementing or end-user unit, and forwarded to the receiving office or school for the documentation of the transfer of the property from the DepEd Central Office to the recipient office or school.

9. Property Acknowledgement Receipt
   a. This document is prepared by the Chief of Asset Management Division if the goods are procured by the CO, or the Head of the Asset Management Section or Supply Unit if the goods are procured by the RO or SDO, to document the transfer of custodianship of property (e.g., IT equipment) from one accountable officer to another.

10. Certificate of Acceptance
    a. This document is issued by the Asset Management Division for the purpose of certifying that a certain quantity and amount of goods has been inspected and accordingly accepted by the DepEd Property Custodian on the basis of the signed IAR. It is issued for the purpose of supporting the recommendation for
payment of the accepted goods and determining the commencement of the warranty period.

b. The Certificate of Acceptance shall be approved by the official who signed the Contract, Purchase Order or Memorandum of Agreement/Understanding on behalf of DepEd pursuant to DO No. 8, s. 2021.

E. Inspection in Areas Under Community Quarantine

1. Under the DO No. 26, s. 2020 (Guidelines on the Conduct of Inspection and Delivery of Goods in Areas Under Enhanced Community Quarantine, Modified Enhanced Community Quarantine and General Community Quarantine), pre-delivery inspections shall only be allowed in areas under MECQ and GCQ, unless permitted by DepEd and cleared with the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-MEID).

2. In the event that Inspectors from the Central Office are restricted to travel to and from the inspection site on account of community quarantine, the Secretary through the Office of the Undersecretary for Procurement and Administration may issue a Deputation and Inspection Order to an Inspectorate Team in the RO or SDO level.

VI. MONITORING AND EVALUATION

The Office of the Assistant Secretary for Procurement and Administration through the Office of the Director – ProcMS, Asset Management Division and Contract Management Division shall continuously gather feedback and monitor the implementation of this Order.

The heads of all implementing units and/or offices shall ensure that these protocols are strictly adopted and enforced in the conduct of inspection and acceptance of goods procured either by the CO or the field offices. Evaluation reports or recommendations may be submitted to the abovementioned Offices for further enhancement of this policy.

VII. REFERENCES

The following are the references for this Order:

1. DO No. 5, s. 2010 (Guidelines on Inspection of DepEd Deliveries)
2. DO No. 35, s. 2017 (Revised Guidelines on the Implementation of the Basic Education Facilities Fund)
3. DO No. 42, s. 2018 (Updated Guidelines on Delivery, Inspection, Acceptance and Recording of DepEd Procured Assets)

4. DO No. 26, s. 2020 (Guidelines on the Conduct of Inspection and Delivery of Goods in Areas Under Enhanced Community Quarantine, Modified Enhanced Community Quarantine, and General Community Quarantine)

5. DO No. 27, s. 2020 (Guidelines on the Reconstitution of Inspectorate Team in the Department of Education Central Office, Regional and Schools Division Offices, and Schools)

VIII. EFFECTIVITY / TRANSITORY PROVISIONS

The provisions stipulated in the above enumerated references which are inconsistent with this Order are hereby repealed.

This Order shall take effect immediately upon its issuance.