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Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

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February 7, 2023

OFFICE MEMORANDUM

No. **072**, s. 2023

To: Regional Office Division Chiefs
Procurement Focal Person
All Others Concerned

CY 2023 QUARTERLY INTERFACING WITH PROCUREMENT FOCAL PERSON OF REGIONAL OFFICE'S FUNCTIONAL DIVISION/SECTION/UNIT

1. The Administrative Division through the Procurement Unit (PU) announces the conduct of the CY 2023 Quarterly Interfacing with Procurement Focal Person of RO Functional Division/Section/Unit at the Administrative Division Conference Room with the following schedule:

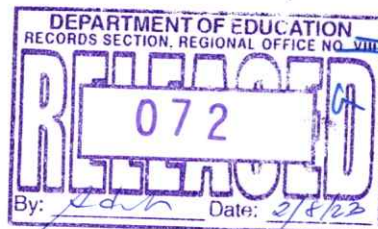
First Quarter – March 24, 2023 (2:00 PM)	Second Quarter – June 23, 2023 (2:00 PM)
Third Quarter – Sept. 29, 2023 (2:00 PM)	Fourth Quarter – Nov. 24, 2023 (2:00 PM)

2. The objectives of the meeting are as follows:
a) To provide Update/Feedback on procurement documents preparation (PR, DFR, BAC Reso) including disbursement of completed procurement activities;
b) To apprise procurement activities indicated in the approved APPs and PPMPs of the respective offices; and
c) Discuss other issues and concerns relative to procurement.

3. Attached hereto is the list of designated procurement focal person of RO Functional Division/Section/Unit, for reference.

4. The expenses for snacks shall be charged against the Procurement Unit fund, subject to the existing accounting and auditing rules and regulations.

5. Immediate dissemination of and compliance with this Memorandum are desired.



[Signature]
EVELYN R. FETALVERO, CESO IV
Regional Director *[Signature]*

ADMIN/BAC/PU/FAV





Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

May 30, 2022

OFFICE MEMORANDUM

No. **297**, s. 2022

To: Regional Office Division Chiefs
Section/Unit Heads
All Others Concerned

DESIGNATION OF PROCUREMENT FOCAL PERSON OF FUNCTIONAL DIVISIONS/SECTIONS/UNITS

1. In the exigency of the service, the hereunder employees of this Regional Office are hereby designated as Procurement Focal Person of their respective Division/Section/Unit, effective immediately:

ORD	-	Queenielyn Yu
OARD	-	Werlyn Colinayo
LEGAL	-	Jill Tormis
PAU	-	Floramay Bacus
ICT	-	Dolores Cagara
FD	-	Robert Ecot / <i>Robert Ecot</i>
QAD	-	Fernando Santos
PPRD	-	Janice Delopere
CLMD/LRMDS	-	Romeo Alvarado / <i>MARCO ALVARADO</i>
HRDD	-	Rashiel Labita
HRDD-NEAP	-	Rogelio Ticoy / <i>M. ARDWIN</i>
ESSD	-	Teresita Suarez
ESSD-SHS	-	Adara Lourdes Luaton
FTAD	-	Annelyn Lim
ADMIN	-	Jeanita Diongon
ADMIN-AMS	-	Leo Dizon
ADMIN-Cash	-	Josephine Tajarros
ADMIN-GSU/COA-	-	Linaflor Tajo
ADMIN-Personnel-	-	Wedlyn Abalorio/Peejay Amadore
ADMIN-Records -	-	Iris Cordeta
BAC	-	May Ann Ladrera / <i>M. Ann Ladrera</i>

2. Relative thereto, they shall perform the following duties:

