



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



02 June 2021

Regional Memorandum

**SUBMISSION OF INSPECTION AND ACCEPTANCE REPORT BY
DIVISION INSPECTORATE TEAM**

To **All Schools Division Superintendents**

1. Pursuant to Regional Order No. 21-5 dated March 19, 2021 deputizing the Division Inspectorate Team to act for and on behalf of the Regional Inspectorate Team, please advise your Division Inspectorate Team to submit to this Office through the Asset Management Section, the duly signed Inspection and Acceptance Reports (IARs) relative to the delivery of quarters 3 and 4 self-learning materials (SLMs) procured by the regional office.
2. Any original delivery receipts left therein by the forwarders shall likewise be submitted to this Office.
3. For immediate compliance.


FRANCIS CESAR B. BRINGAS
Regional Director

fb-2-21

ad/agtp



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19 March 2021

Regional Order

DEPUTIZING THE DIVISION INSPECTORATE TEAM

To **Schools Division Superintendents**

1. In order to provide our Kinder to Grade 3 pupils with quarter 3 modules, this Office entered into a negotiated contract with APO Production Unit last December 2020 for the delivery and supply of quarter 3 self-learning materials (SLMs).
2. Deliveries of the said modules are about to be finished.
3. Prior to payment of the modules, there is need for the Regional Inspectorate Team of this Office to inspect and submit their inspection and acceptance report.
4. However, due to the current pandemic and community quarantine, said Inspectorate Team cannot go around to do their tasks.
5. In this regard, the Division Inspectorate Team are hereby deputized only within their respective division to act for and on behalf of the Regional Inspectorate Team and to submit the Inspection and Acceptance Report (IAR) to the Asset Management Section, this Office.
6. This authority shall be effective immediately until expressly revoked and involve only the inspection and acceptance of the self-learning materials procured by the regional office.
7. The delivery receipts as well as the IAR shall be signed as accepted by the Division Supply Officer or his/her authorized representative.
8. For guidance and strict compliance.


WILFREDO E. CABRAL
Regional Director

ad/agtp

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