



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

October 28, 2021

No. 627 s. 2021

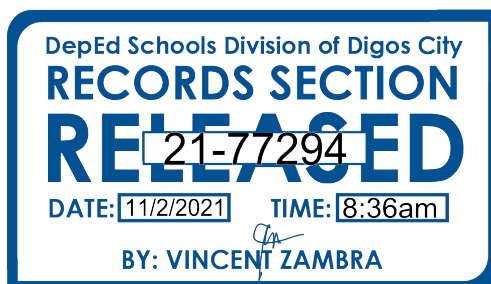
**CONDUCT OF PRODUCT ORIENTATION AND INSPECTION OF DEPED
PROCURED GADGETS**

To **Chief, CID**
Public Schools District Supervisors
Public Elementary and Secondary School Heads
School ICT Coordinators
School Inspectorate Team-Chairperson
Identified Teachers

1. Relative to the Procurement of Android Tablets for Learners, this office informs the field on the Conduct of Product Orientation and Inspection of the Procured Android Tablets on November 3-10, 2021 at Ramon Magsaysay Central Elementary School.
2. This activity aims to check and ensure that all the delivered items from the winning supplier are functional and are in good condition.
3. Participants of this activity are the school property custodian, school inspectorate chairperson, school ICT coordinator/s and other identified teachers of the recipient schools (see attached Annex A & B).
4. The inspection of the delivered android tablets must be conducted within seven days from the date of delivery using the Inspection Checklist prepared by the Greening Ed Core Team and must send the inspection report daily to the Greening Ed group chat.
5. For immediate dissemination and compliance.

For and in the absence of the
Schools Division Superintendent:


BASILIO P. MANA-AY, JR.
Assistant Schools Division Superintendent
Officer-in-Charge



Annex A: Schedule of Orientation, Inspection and Distribution

DATE	ACTIVITY	PARTICIPANTS	
November 2, 2021	Virtual Orientation on Inspection Using the Checklist	School ICT coordinators, Inspectorate Team, School Property Custodian	Virtual Room
November 3, 2021	Product Orientation, Distribution to Schools Recipient Schools and Inspection AM- Secondary Schools PM- Elementary Schools	All identified participants	RMCES
November 4-15, 2021	Product configuration, Installation and Distribution to Learners	School Heads, School ICT Coordinators, School Property Custodian, Selected Teachers	Respective School

Annex B: List of Division and School Inspectorate Team

SDO	
	Xavier S. Fuentes
	Stephen Pascual
	Mishel C. Cadungog
	Myleen Robinos
	Thonver Sampaga
	Eleser Mateo
Digos City National HS	
	Johannes Sabio
	Ralph Lim
	Arden Gambong
	Jeneve Nieves
	Joan Erebias
	Eileen Artiaga
	Ravina Monil
	Naira Bantuas
	Jose Taporoc
	Nonito Lañas
Matti NHS	
	Marvin Nulmasa
	Khristine Jane Federico
	Kirt Allen Florida
	Caludine Marie Trocio
	Nelfa Dela Cruz
Igpit NHS	
	Alexis J. Linao
	Danzel B. Aquino
	Kenneth D. Aquino
	Regine A. Galaraga
Dulangan Elementary School	
	Aileen N. Cabaron

	Joyce F. Baluran
	Bellinda T. Maurin
	Sarah H. Canteveros
Ruparan Elementary School	
	Jonah A. Udo
	Marilyn H. Catane
	Cipriano T. Divinagracia Jr.
Balabag NHS	
	Junar Binag
	Lowella Dumaguit
	Jazel S. Saligan
	Charlon Jessimar A Ypil
	Dennis John L. Suan
Soong NHS	
	Rotshen Casilac
	Ivy Escabarte
	Kemberly Gama
Kapatagan NHS	
	Rio Calamohoy
	Aldwin Escalona
	Blair Brian Torres
Digos City Central ES	
	Herick Reel Sordilla
	Michael Loie Nieves
	Marco Rigor Jumawan
	Greco Dasmariñas
	Jenelyn Estomo
	Shamen Cañada
Don Mariano Marcos ES	
	Lore Lai O. Casoñete
	Mary Leizel Jumawan
	Justine Buenaventura
Ramon Magsaysay ES	
	Jimmy Laranjo
	Roel Pantinople
	Orlando Movida
	Ranel Lou Montefalcon
	Jaymar Llanos
Kibanban Elementary School	Felden Charity Manuales
	Hermila Panis
Cogon Elementary School	
	Susanita Oplas
	Melnie Ipanag
	Nerysa Ioen Ierin
Soong Elementary School	
	Indaylina G. Vismanos
	Juditha P. Reusora
	Gay Marie Ybañez
	Rochill S. Balgue
Mahayahay ES	
	Mercedita A Aquino
	Ivy D. Eting
Rizal CES	
	Hilda P. Fabroa
	Marites S. Estorco
	Jocoh P. Romero
Necenio A. Isidro ES	
	Analyn E. Caintic

	Belen R. Gilayo
	Dianne B. Manit
	Michael E. Cometa
Jolencio R. Alberca ES	
	Josefina Alvarado
	Alicia A. Arnado
	Rosabella M. Quion
	Marybeth D. Cadion
Aplaya ES	
	Maria Hilda Lourdes N. Maung
	Elcita D. Llemit
	Niño F. Dabalos
Matti ES	
	Criselda C. Segura
	Ralph Dale Quion
RN SAPLALA ES	
	Janet M. Villapas
	Apolinar V. Juban, Jr.
	Raizza F. Chiquito
	Dayni Lee T. Banuelos
	Lesley Ann Cabigas Sison
SMES	
	Gime De Mesa
	Mary Jane A. Soriano
	Avelina S. Añasco
	Rowena Mamaton
Domingo Abawag Sr. ES	
	Salvador R. Galaraga Jr.
	Florence M. Panay
	Marites B. Galaraga
	Roselyn M. Perral
Lungag ES	
	Aljun A. Rollan
	Eliezer R. Subteniente
Casildo B. Nonol ES	
	Elnor S. Cirunay
	Maristle Q. Pomperada
	Janice V. Lim
Cogon ES	
	Melnie Ipanag
	Nerysa Loen Lerin
Apolandia ES	
	Asilyn B. Soriano
	Melanie M. Borlaza
	Avyelle B. Bacungan
Isaac Abalayan ES	
	Grace D. Alvarado
	Ann G Genrabraldo
	Mary Grace Hermosilla
Igpit ES	
	Marcelina S Alfafara
	Jean G. Navidad
	Mark Stephen G. Bohol
Pedro V. Basalan Es	
	Veronica M Sasi
	Gene Ann Florentino
Pedro Garcia ES	
	Yayane O. Santillan
	Tessie G. Jimenez
	Relialyn Ramos

