



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Negros Oriental

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM

No. *646*, s. 2023

*7 3 SLV 2023*

**Re-Orientation on RA 9184 “Government Procurement Reform Act”  
for School Heads and School BAC**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD, EPS, PSDSs/ Care Takers/ District-In-Charge  
Senior Education Program Specialist/Education Program Specialist II  
Unit Heads, Elementary and Secondary School Heads  
All Others Concerned

1. The realization of quality School-Based Management (SBM) practices and ensuring the smooth flow of the implementation of Programs, Activities and Projects (PAPs) is greatly affected by a system of guidelines and successful programs stream from a seamless process and compliance to the procurement rules and regulations.
2. This office hereby informs the field of the scheduled conference for District SBM Coordinators on September 14, 2023 referred to as the “Re-Orientation on Republic Act 9184 also known as “Government Procurement Reform Act” for School Heads and School BAC at Hotel Palwa, Dumaguete City from 8 AM to 5 PM.
3. The participants in this activity shall be the District SBM Coordinators (Elementary and Secondary) duly designated by the Public Schools District Supervisors (PSDSs). Participants are requested to bring a sample liquidation, Purchase Request (PR) and other related procurement documents.
4. Meals including breakfast, lunch, and AM&PM snacks will be provided and shall be charged to HRTD Funds while transportation allowance shall be charged against School MOOE/ Local Funds subject to the usual accounting rules and regulations.
5. This serves as **TRAVEL ORDER**. For clarifications and technical assistance please contact Dr. Regina Clarina E. Empeso or Ms. Karla P. Antonio of the Social Mobilization and Networking Unit.
6. For widest dissemination and compliance.

**NERI C. OJASTRO EdD, CESE**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

*9/12/23*

*[Handwritten initials]*  
NCO/MKP/JMA/NLR/SGOD/FBP/tee  
September 12, 2023



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