



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD-2023-0263

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD
Chief Education Supervisor, CID
Education Program Supervisor, SGOD
All Public Schools District Supervisors
All Concerned Division Personnel
All School Heads

Subject: **SUBMISSION OF EXPLANATION LETTERS OF SCHOOL HEADS USING UNVALIDATED PURCHASE REQUESTS**

Date: August 17, 2023

1. In line with the goal to foster transparency and good governance within the Schools Division of Davao del Norte and in reference to the Republic Act 9184 otherwise known as "Government Procurement Reform Act" and Presidential Decree No. 1445 titled "Government Auditing Code of the Philippines", this office requires all the school heads who used unvalidated Purchase Requests (PR) as attachments to their School Maintenance and Other Operating Expenses (MOOE) liquidation report to submit an explanation letter citing the reasons of not utilizing the SGOD validated purchase requests. All concerned School Heads are expected to submit their written letters **on or before August 22, 2023** at the School Governance and Operations Division Office.
2. Herewith is the list of the schools using unvalidated purchase requests in their liquidation report.
3. Furthermore, this office orders all the schools to adhere to the mentioned policies and follow the procurement process prescribed by the law.
4. In adherence to all policies, everyone is encouraged to continuously support and value Equal Opportunity (EOP) within the Department.
5. Immediate dissemination of and compliance with this memorandum is desired.


REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent 

Enclosed: As stated
SGOD/cbg



LIST OF SCHOOLS USING UNVALIDATED PURCHASE REQUESTS

ASUNCION DISTRICT

1. BUAN ELEMENTARY SCHOOL
2. CABAYWA ELEMENTARY SCHOOL
3. CANATAN ELEMENTARY SCHOOL
4. MAHAYAHAY ELEMENTARY SCHOOL
5. NEW SANTIAGO ELEMENTARY SCHOOL
6. PAMACAUN ELEMENTARY SCHOOL
7. SAGAYEN ELEMENTARY SCHOOL
8. SONLON NATIONAL HIGH SCHOOL
9. NEW LOON ELEMENTARY

B.E. DUJALI DISTRICT

1. BALISONG ELEMENTARY SCHOOL
2. CABAYANGAN ELEMENTARY SCHOOL
3. DUJALI CENTRAL ELEMENTARY SCHOOL
4. NEW CASAY ELEMENTARY SCHOOL
5. TANGLAW 3A ELEMENTARY SCHOOL
6. TANGLAW ELEMENTARY SCHOOL
7. NEW CASAY INTEGRATED SCHOOL

KAPALONG EAST DISTRICT

1. ADELANTO ELEMENTARY SCHOOL
2. DOMINGO B. HAIN ELEMENTARY SCHOOL
3. DR. VISLUMINO Y. TAMONDONG ELEMENTARY SCHOOL
4. MABUHAY ELEMENTARY SCHOOL
5. MARCOS P. ESTOQUE ELEMENTARY SCHOOL
6. PANDULIAN ELEMENTARY SCHOOL
7. SUA-ON ELEMENTARY SCHOOL
8. UPPER AND LOWER MABINI ELEMENTARY SCHOOL
9. BALTAZAR NICOR NATIONAL HIGH SCHOOL



KAPALONG WEST DISTRICT

- 1. GABUYAN CENTRAL ELEMENTARY SCHOOL**
- 2. PEDGRO G. COLITA SR. ELEMENTARY SCHOOL**
- 3. SAMPAO INTEGRATED SCHOOL**
- 4. LUNA ELEMENTARY SCHOOL**

LANGILAN DISTRICT

- 1. LAPANGON ELEMENTARY SCHOOL**
- 2. LOWER TAGASAN ELEMENTARY SCHOOL**
- 3. LUNO-LUNO ELEMENTARY SCHOOL**
- 4. KAWAYAN ELEMENTARY SCHOOL**
- 5. MANGKAY INTEGRATED SCHOOL**
- 6. TAPAYANON ELEMENTARY SCHOOL**

NEW CORELLA DISTRICT

- 1. MACGUM IS (ES, JHS)**
- 2. LIMBAAN NHS (SHS)**
- 3. NEW CORELLA CES**
- 4. LATABAN ES**
- 5. DEL PILAR ES**
- 6. MESAQY ES**
- 7. NEW CORTEZ ES**

STO. TOMAS WEST DISTRICT

- 1. BALAGUNAN NHS (SHS&JHS)**

TALAINGOD DISTRICT

- 1. SAMBOLUNGAN ES**
- 2. IBUYAG LAMBURAN ES**
- 3. NASECO IS (ES)**

