



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

**Office of the Schools Division Superintendent**

OFFICE MEMORANDUM  
OSDS-2023-0042

To: Assistant Schools Division Superintendent  
Chief, Education Program Supervisor, School Governance and Operation Division  
Chief, Education Program Supervisor, Curriculum Implementation Division  
Section/Unit Heads  
All Others Concerned

Subject: **DEPLOYMENT OF PROCUREMENT SYSTEM (ProcSys) AND PROPERTY AND SUPPLY MANAGEMENT INFORMATION SYSTEM (PSMIS)**

Date: February 7, 2023

This is to inform all Division office employees about the deployment of a new Procurement System and the Property and Supply Management Information System in our division. The Property and Supply Information System will capture data from the Procurement System, providing a seamless and integrated way to manage procurement and property and supply management tasks.

Starting February 13, 2023, all procurement tasks will be handled through the new procurement system and all property and supply management tasks will be managed through the new property and supply management information system. Orientation will be conducted for selected employees involved in procurement and property and supply management to ensure a smooth transition on February 9, 2023, 9:00 a.m. at the Division Conference Hall. The ICT Unit will also be available to provide support during the deployment process.

The participants of the said orientation are the following:

Name	Section
Ivy Joy Tijol	Budget
Rowena R. Maravillosa	Cashier
Michelle Edhao	Planning
Marvin Gozon	Records
Jerex B. Jacinto	Accounting
Rizza Grace L. Gallega	
Nikki C. Escudero	Personnel
Crystal Faye Sumatra	
Dave Mark C. Ang	ASDS
Sheila Sionosa	ALS
Clide Lester Apresa	CID
Charline V. Udani	LRMS
April Julie Mae Gonzaga	SDS

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Aldrin S. Gevila	Supply
Judy Mae B. Besonia	
Herbert John Miras	
Ma. Juliet N. Carcallas	
All Personnel	SGOD

This transition to new systems may be difficult, but with support and cooperation, it will be successful. The systems have been tested but there is room for improvement and suggestions are encouraged. The goal is to improve efficiency by streamlining procurement, and property and supply management processes.

Immediate dissemination of this memorandum is desired.

**ALLAN G. FARNAZO**

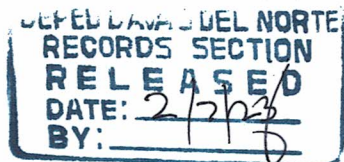
Director IV

and concurrent Officer-In-Charge  
Office of the Schools Division Superintendent

For the Schools Division Superintendent

**REBECCA C. SAGOT, CESO VI**

Assistant Schools Division Superintendent



OSDS/pea

