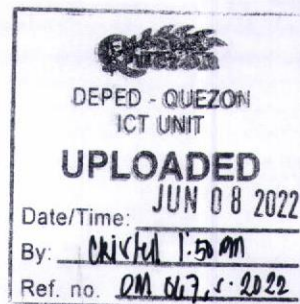




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



06 June 2022

**OFFICE MEMORANDUM**

OM No. 067, s. 2022

**COMPOSITION OF TECHNICAL WORKING COMMITTEE IN THE PROCUREMENT OF  
MEDICAL, DENTAL AND NURSING SUPPLIES, AND EQUIPMENT IN THE  
SCHOOL HEALTH SECTION**

**To:** Assistant Schools Division Superintendents  
SGOD Chief  
School Health Section Personnel  
All Others Concerned

This Office announces the composition of the Technical Working Committee (TWC) in the procurement of Medical, Dental and Nursing Supplies, and Equipment for SDO and field use as part of the provision and continuous delivery of health and nutrition services among personnel and school populace.

The creation of TWC aims to facilitate a collaborative effort and consultation on the selection of priority medicines, medical and dental supplies, and equipment needed by health personnel in the provision of health services and treatment among learners and personnel.

The health personnel who are designated as members of the TWC are the following:

No.	Name of Personnel	Congressional District
1	Ma. Teresita M. Abella- Focal Person	SDO Quezon
2	Chrisgil Crisostomo	1st Congressional District
3	Dr. Maria Rosario C. Camilon	2nd Congressional District
4	Soren Joshua P. Pabella	3rd Congressional District
5	Dr. Jose Macario Ernie Patino	4th Congressional District

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In addition, the above TWC are expected to:

- make the AR/ATC together with all the documents in the processing of PPAs;
- prepare the memorandum and distribution list of each item;
- conduct a monthly inventory of supplies and equipment;
- records and reports the summary of inventory to the Medical Officer; and
- evaluate the supplies and demands of requested items based on consumption for the proper prioritization of request to purchase.

For any inquiries, please contact Dr. Marie Antoinette A. Tesalona, Division Medical Officer III at the School Health Section through cellphone number: 09171222188.

Immediate dissemination of and strict compliance to this Memorandum is highly desired.

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

shsmtma/06/06/2022

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