



Republic of the Philippines  
**OFFICE OF THE OMBUDSMAN**  
 Area Office for Mindanao  
 Earth corner Libra Street, GSIS Heights  
 Matina, Davao City

**ANNUAL PROCUREMENT PLAN FOR C.Y. 2024**  
 (Changes within the 2nd Semester)

CODE	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
<b>I. MACHINERY &amp; EQUIPMENT</b>												
<b>I.I. OFFICE EQUIPMENT</b>												
2024-OFE-0001	High Speed Document ADF & Flatbed Scanners	OMB-MIN		Delegated to Management Information System Service (MISS)				GoP	985,000.00		985,000.00	
2024-OFE-0002	Motorized PTZ Full HD Webcam	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	60,000.00		60,000.00		
2024-OFE-0003	Full High-Definition Light CD Projector	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	120,000.00		120,000.00		
2024-OFE-0004	Mid-Size Single-Lens Reflex Camera	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	65,000.00		65,000.00		
2024-OFE-0005	Camera Lens	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	140,000.00		140,000.00		
2024-OFE-0006	Portable Air Conditioners	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	94,000.00	94,000.00			
2024-OFE-0007	Microwave Oven, Mechanical, 20 Liters, Rotary	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	44,000.00	44,000.00			
2024-OFE-0008	Heavy Duty Paper Shredder	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	85,000.00		85,000.00		
2024-OFE-0009	Heavy Duty Scanner (Single-Use/Network)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	50,000.00		50,000.00		
2024-OFE-0011	Voice Recorder	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	46,000.00	46,000.00			
2024-OFE-0013	Surveillance and Attendance for Sta. Ana Site - Biometric for Attendance & Security Doors - CCTVs - Supply, Delivery & Installation	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	250,000.00		250,000.00		
2024-OFE-0014	Stage Lighting w/ Controller, Mounts & Accessories	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter	GoP	50,000.00		50,000.00		
2024-OFE-0015	Digital Point-and-Shoot Camera	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter	GoP	60,000.00		60,000.00		
2024-OFE-0016	Refrigerator	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	15,000.00	15,000.00			
2024-OFE-0017	Air Conditioning Unit (Window-Type, 2.5HP, Inverter)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter	GoP	106,000.00		106,000.00		
2024-OFE-0018	Air Conditioning Unit (Floor-Mounted, 3-Tonner, Inverter)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter	GoP	560,000.00		560,000.00		
2024-OFE-0019	Television, LED Screen, 40" (AC100 - 240V 50/60Hz w/ Remote Control, Resolution: 1920 x 1080)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter	GoP	50,000.00		50,000.00		
2024-OFE-0020	Digital Mixer (16 Channel)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	180,000.00		180,000.00		
2024-OFE-0021	Closed-Circuit Television (CCTV) Upgrade/Expansion	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	250,000.00		250,000.00		
2024-OFE-0023	Digital Camcorder	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	60,000.00		60,000.00		
<b>I.II. COMMUNICATION EQUIPMENT</b>												
2024-CME-0004	2-Way Radio w/ Headsets	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	30,000.00	30,000.00			
<b>I.III. INFORMATION &amp; COMMUNICATION TECHNOLOGY EQUIPMENT</b>												
2024-ICT-0001	Uninterruptible Power Supply (UPS) 650-1000VA	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	610,000.00	610,000.00			
<b>I.III. INFORMATION &amp; COMMUNICATION TECHNOLOGY EQUIPMENT (CONT'D)</b>												
2024-ICT-0002	Multi-Function Printer/Scanner/Copier (Colored)	OMB-MIN		Delegated to Management Information System Service (MISS)				GoP	360,000.00	360,000.00		
2024-ICT-0003	Micro Secure Digital (SD) 256GB	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	15,000.00	15,000.00			
2024-ICT-0004	Laser Printer, Network	OMB-MIN		Delegated to Management Information System Service (MISS)				GoP	120,000.00	120,000.00		
2024-ICT-0005	Web Cameras for Desktop Computers	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	24,000.00	24,000.00			
2024-ICT-0006	Headsets w/ Microphone	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	36,000.00	36,000.00			
2024-ICT-0007	Desktop Computers	OMB-MIN		Delegated to Management Information System Service (MISS)				GoP	6,090,000.00	6,090,000.00		
2024-ICT-0008	Computer Laptops	OMB-MIN		Delegated to Management Information System Service (MISS)				GoP	2,940,000.00	2,940,000.00		



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 (Changes within the 2nd Semester)

CODE	Procurement Program/Project	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
			Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
<b>I. MACHINERY &amp; EQUIPMENT</b>											
2024-ICT-0009	PC Desktop Workstation w/ Monitor & Software	OMB-MIN	Delegated to Management Information System Service (MISS)				GoP	180,000.00		180,000.00	for Audio/Video Editing & Rendering, Photo-Editing, Graphics designing and other heavy CPU processing
2024-ICT-0010	Solid-State Drive (SSD) 500 GB m.2 NVME Upgrade for HP ProDesk 600 G3 PC Desktops acquired from 2017	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st Quarter		GoP	110,000.00	110,000.00		
2024-ICT-0011	Solid-State Drive (SSD) SATA Upgrade for Operational Old PC Desktops acquired before 2017 (2012-2015)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st Quarter		GoP	120,000.00	120,000.00		
2024-ICT-0012	Portable Charger or Powerbank 30,000 milliampere hours (MAH)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	2nd Quarter		GoP	5,000.00	5,000.00		
2024-ICT-0013	High-Definition Multimedia Interface Capture Card	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	6,000.00	6,000.00	For Camcorders	
2024-ICT-0014	High-Definition Multimedia Interface Signal Amplifier	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	3,000.00	3,000.00	For Camcorders	
2024-ICT-0015	Extension Cable for USB 3.0 (10 Meter)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	5,000.00	5,000.00	For Camcorders	
2024-ICT-0016	PC Desktop Set	OMB-MIN	Delegated to Management Information System Service (MISS)				GoP	100,000.00		100,000.00	for Broadcasting Events
2024-ICT-0017	HDMI Wireless Transmitter/Receiver	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	55,000.00	55,000.00	For Camcorders	
2024-ICT-0018	6TB Drive	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	115,000.00	115,000.00		
2024-ICT-0019	HPE Aruba SFP + Expansion Module (Server)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	200,000.00		200,000.00	for NAS #3
2024-ICT-0020	HPE Aruba SFP Fiber Optic Transceivers	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	120,000.00	120,000.00		
2024-ICT-0027	External Hard Disk Drive 2 TB	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	100,000.00	100,000.00		
<b>I.IV. OTHER MACHINERY &amp; EQUIPMENT</b>											
2024-OME-0001	Air Compressor	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st Quarter		GoP	17,000.00	17,000.00		
2024-OME-0002	Power Impact Tire Wrenches	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	40,000.00	40,000.00		
2024-OME-0003	Vacuum Cleaner, Heavy Duty	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	10,000.00	10,000.00		
<b>I.V. OTHER TRANSPORTATION EQUIPMENT</b>											
2024-OTE-0001	Early Warning Devices	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st Quarter		GoP	2,000.00	2,000.00		



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			Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
<b>1. MACHINERY &amp; EQUIPMENT</b>											
<b>1.V. MEDICAL EQUIPMENT</b>											
2024-MCE-0001	Automatic Blood Pressure Monitor (Digital Display) - Upper Arm Sphygmomanometer	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st Quarter		GoP	6,000.00	6,000.00		
<b>2. TRANSPORTATION EQUIPMENT</b>											
<b>2.I. MOTOR VEHICLES</b>											
2024-MTV-0001	Sports Utility Vehicle (SUV)	OMB-MIN	Public Bidding	PhilGEPS/OMB-Website	2nd Quarter		GoP	2,500,000.00		2,500,000.00	for Official Use of the Deputy Ombudsman for Mindanao
2024-MTV-0002	Sports Utility Vehicle (SUV) Compact	OMB-MIN	Public Bidding	PhilGEPS/OMB-Website	1st Quarter		GoP	2,000,000.00		2,000,000.00	for Official use of OMB-Mindanao
2024-MTV-0003	Pickup Vehicle 4x4 Drivetrain Vehicle	OMB-MIN	Public Bidding	PhilGEPS/OMB-Website	1st Quarter		GoP	2,000,000.00		2,000,000.00	for Official use of OMB-Mindanao
2024-MTV-0004	Multi-Purpose Vehicle (MPV) Commuter/Utility Van	OMB-MIN	Public Bidding	PhilGEPS/OMB-Website	1st Quarter		GoP	2,200,000.00		2,200,000.00	for Official use of OMB-Mindanao
2024-MTV-0005	Multi-Purpose Vehicle (MPV) Commuter/Utility Van	OMB-MIN	Public Bidding	PhilGEPS/OMB-Website	1st Quarter		GoP	2,200,000.00		2,200,000.00	for Official use of OMB-Mindanao
<b>3. FURNITURE, FIXTURES &amp; BOOKS</b>											
<b>3.I. FURNITURE &amp; FIXTURES</b>											
2024-FFX-0002	Steel Cabinets	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st Quarter		GoP	220,000.00	220,000.00		
2024-FFX-0003	Heavy Duty Utility Work Cart	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st Quarter		GoP	30,000.00	30,000.00		
2024-FFX-0005	Table, Senior Executive	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	20,000.00	20,000.00		
2024-FFX-0006	Table, Clerical	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	73,920.00	73,920.00		
2024-FFX-0007	Chair, Senior Executive	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	10,560.00	10,560.00		
2024-FFX-0008	Chair, Clerical	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	50,400.00	50,400.00		
2024-FFX-0009	Chair, Visitor	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	57,600.00	57,600.00		
<b>4. LAND</b>											
<b>4.I. LAND</b>											
2024-LND-0001	Lot Purchase Project Details GSIS Lot (1,341 square-meter property) Located at B043 L-006 Libra Street, GSIS Heights, Matina, Davao City	OMB-MIN	NP-ATA				GoP	31,714,650.00		31,714,650.00	Based from Total Selling Price assessment by GSIS Real Property Accounts Mgt. Department dtd. 21 February 2023



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<b>4. LAND</b>											
<b>4.I. LAND (CONT'D)</b>											
2024-LND-0002	Lot Purchase Project Details GSIS Lot (1,341 square-meter property) Located at B043 L006 Libra Street, GSIS Heights, Matina, Davao City	OMB-MIN	NP-ATA				GoP	23,105,430.00		23,105,430.00	APP Supplemental No. 1
<b>5. BUILDINGS &amp; OTHER STRUCTURES</b>											
<b>5.I. OTHER STRUCTURES</b>											
2024-BOS-0001	Supply, Delivery and Installation of Two (2) units 40-footer or Four (4) units 20-Footer Pre-fabricated Container Vans as Storage Facility	OMB-MIN	Public Bidding	PhilGEPS/OMB-Website	1st Quarter		GoP	1,330,560.00		1,330,560.00	at OMB-MIN lot, Sta. Ana Avenue, Davao City
2024-BOS-0002	Supply, Delivery and Installation of Two (2) Canopy Tents	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	3rd Quarter		GoP	418,000.00		418,000.00	at OMB-MIN lot, Sta. Ana Avenue, Davao City
2024-BOS-0003	Supply, Delivery and Installation of Electrical and Water Connections, Guardhouse and Pre-fabricated Septic Tank	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st Quarter		GoP	974,350.00		974,350.00	at OMB-MIN lot, Sta. Ana Avenue, Davao City
<b>6. MAINTENANCE &amp; OTHER OPERATING EXPENSES</b>											
<b>6.I. TRAVELING EXPENSES</b>											
2024-TRV-0001	Traveling Expenses				Delegated to Administrative Services		GoP	5,050,000.00	5,050,000.00		
<b>6.II. TRAINING EXPENSES</b>											
2024-TRN-0001	Training Expenses				Delegated to Administrative Services		GoP	607,000.00	607,000.00		
<b>6.III. COMMUNICATION EXPENSES</b>											
2024-CMN-0001	Postage & Courier Services				Delegated to Administrative Services		GoP	578,000.00	578,000.00		
2024-CMN-0002	Telephone Expenses (Mobile/Landline)				Delegated to Administrative Services		GoP	380,000.00	380,000.00		
2024-CMN-0003	Internet Subscription Expenses				Delegated to Administrative Services		GoP	520,000.00	520,000.00		
<b>6.IV. GENERAL SERVICES</b>											
2024-JNT-0001	Janitorial Services		Public Bidding	PhilGEPS/OMB-Website	4th Quarter of C.Y. 2024		GoP	2,160,000.00	2,160,000.00		
2024-SEC-0001	Security Services		Public Bidding	PhilGEPS/OMB-Website	4th Quarter of C.Y. 2024		GoP	5,740,000.00	5,740,000.00		
2024-GNS-0001	Other General Services				Delegated to Administrative Services		GoP	2,200,000.00	2,200,000.00		
<b>6.V. REPAIRS &amp; MAINTENANCE</b>											
2024-RPM-0001	Repairs & Maintenance - Buildings & Other Structures	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	3,505,400.00	3,505,400.00		



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<b>6. MAINTENANCE &amp; OTHER OPERATING EXPENSES</b>											
<b>6.V. REPAIRS &amp; MAINTENANCE (CONT'D)</b>											
2024-RPM-0003	Repairs & Maintenance - Machinery & Equipment	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		as the need arises	GoP	250,000.00	250,000.00		
2024-RPM-0004	Repairs & Maintenance - Transportation Equipment	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		as the need arises	GoP	600,000.00	600,000.00		
<b>6.VI. TAXES, INSURANCE PREMIUMS &amp; OTHER FEES</b>											
2024-TIO-0001	Taxes, Duties and Licenses	OMB-MIN		Delegated to Administrative Services			GoP	3,027,000.00	3,027,000.00		Inclusive of APP Supplemental No. 1
2024-TIO-0002	Fidelity Bond Premiums	OMB-MIN		Delegated to Administrative Services			GoP	30,000.00	30,000.00		
2024-TIO-0003	Insurance Expenses	OMB-MIN		Delegated to Administrative Services			GoP	2,260,000.00	2,260,000.00		
<b>6.VII. OTHER MAINTENANCE &amp; OPERATING EXPENSES</b>											
<b>6.VII.A. PRINTING &amp; PUBLICATION EXPENSES</b>											
2024-PRP-0001	Printing & Publication Expenses	OMB-MIN		Delegated to Administrative Services			GoP	40,000.00	40,000.00		
<b>6.VII.B. REPRESENTATION EXPENSES</b>											
2024-REP-0001	Representation Expenses	OMB-MIN		Delegated to Administrative Services			GoP	50,000.00	50,000.00		
<b>6.VII.C. TRANSPORTATION &amp; DELIVERY EXPENSES</b>											
2024-TRD-0001	Transportation & Delivery Expenses	OMB-MIN		Delegated to Administrative Services			GoP	120,000.00	120,000.00		
<b>6.VII.D. RENT &amp; LEASE EXPENSES</b>											
2024-RNT-0001	Rents - Buildings & Structures	OMB-MIN		Delegated to Administrative Services			GoP	2,640,000.00	2,640,000.00		
2024-RNT-0002	Rents - Equipment	OMB-MIN		Delegated to Administrative Services			GoP	445,000.00	445,000.00		
<b>6.VII.E. OTHER MAINTENANCE &amp; OPERATING EXPENSES</b>											
2024-OMO-0001	Other Maintenance & Operating Expenses	OMB-MIN		Delegated to Administrative Services			GoP	350,000.00	350,000.00		
<b>7. UTILITY EXPENSES</b>											
<b>7.I WATER EXPENSES</b>											
2024-WTR-0001	Water Expenses	OMB-MIN		Delegated to Administrative Services			GoP	275,000.00	275,000.00		
<b>7.II ELECTRICITY EXPENSES</b>											
2024-ELC-0001	Electricity Expenses	OMB-MIN		Delegated to Administrative Services			GoP	7,350,000.00	7,350,000.00		



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<b>8. SUPPLIES &amp; MATERIALS EXPENSES</b>											
<b>8.I OFFICE SUPPLIES EXPENSES</b>											
2024-OFS-0001	Accountable Forms Expenses	OMB-MIN	Delegated to Administrative Services				GoP	5,000.00	5,000.00		
2024-OFS-0002	Drugs & Medicines Expenses	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	5,000.00	5,000.00		
2024-OFS-0003	Medical, Dental and Laboratory Supplies Expenses	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	5,000.00	5,000.00		
2024-OFS-0004	Fuel, Oil and Lubricants Expenses	OMB-MIN	Delegated to Administrative Services				GoP	1,235,000.00	1,235,000.00		
<b>5.II OTHER SUPPLIES &amp; MATERIALS EXPENSES</b>											
2024-OSM-0001	Other Supplies & Materials Expenses	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	1st, 2nd, 3rd & 4th Quarter		GoP	500,000.00	500,000.00		

**MAINTENANCE & OTHER OPERATING EXPENSES (MOOE)**

A. MACHINERY & EQUIPMENT	P	2,570,480.00
B. TRAVELING EXPENSES		5,050,000.00
C. TRAINING EXPENSES		607,000.00
D. COMMUNICATION EXPENSES		1,478,000.00
E. GENERAL SERVICES		10,100,000.00
F. REPAIRS & MAINTENANCE		4,355,400.00
G. TAXES, INSURANCE PREMIUMS & OTHER FEES		5,317,000.00
H. PRINTING & PUBLICATION EXPENSES		40,000.00
I. REPRESENTATION EXPENSES		50,000.00
J. TRANSPORTATION & DELIVERY EXPENSES		120,000.00
K. RENT & LEASE EXPENSES		3,085,000.00
L. OTHER MAINTENANCE & OPERATING EXPENSES		350,000.00
M. UTILITY EXPENSES		7,625,000.00
N. SUPPLIES & MATERIALS EXPENSES		1,750,000.00
	P	<u>42,497,880.00</u>

**CAPITAL OUTLAY (CO)**

A. OTHER OFFICE EQUIPMENT, FURNITURE & FIXTURES, I.C.T. EQUIPMENT & OTHER EXPENSES	P	<u>81,023,990.00</u>
	P	<u>81,023,990.00</u>



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Ad Hoc Committee Secretariat:

  
**RANDOLPH C. CADOGAN, JR.**  
 Head, Ad Hoc Committee Secretariat/GIPO III

  
**DAVID GIL A. MORALES**  
 Member, Ad Hoc Committee Secretariat/GIPO II

  
**MARIANNE M. MACAYRA**  
 Member, Ad Hoc Committee Secretariat/GIPO III

  
**ELOIDA MAE R. MORENO**  
 Member, Ad Hoc Committee Secretariat/Administrative Assistant V

Ad Hoc Committee:


  
**GIL NORMAN D. CIUDADANO**  
 Chairperson, Ad Hoc Committee/GIPO III

  
**RODOLFO P. TORREÓN, JR.**  
 Member, Ad Hoc Committee/Administrative Officer III


(RETIRED)  
**AMELIA O. PELIGRO**  
 Vice Chairperson, Ad Hoc Committee/Chief Administrative Officer

  
**LIN JUN E. SELGAS**  
 Member, Ad Hoc Committee/Administrative Aide VI

Recommending Approva/Disapproval:

  
**ANDERSON A. LO**  
 Deputy Ombudsman for Mindanao

Certified Funds Available/  
 Certified Appropriate Funds Available:

  
**ADORIE T. CORNITO**  
 Officer-In-Charge  
 Finance and Management Information Office  
 per Office Order No. 258, s. 2023 dtd. August 15, 2023

Approved/Disapproved:

  
**SAMUEL B. MARTIRES**  
 Ombudsman  
 Head of Office/Agency