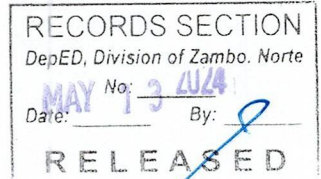




Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Office of the Schools Division Superintendent

May 10, 2024

Division Memorandum
No. 263, s. 2024

CLARIFICATIONS REGARDING THE PROJECT TAFT IMPLEMENTATION

TO : **Public Schools District Supervisors**
School Heads, Public Elementary, Integrated & Secondary Schools
All Others Concerned

1. In view of the DepEd Order No. 2, s. 2024 re; **Taking Away the Administrative Functions of Teachers**, which supersedes some provisions of Division Memorandum No. 372, s. 2023, in relation to Division Memorandum 256, s. 2023 titled *2023 PROJECT TAFT: Localized Policy Guidelines on Unburdening of Teachers With Non-Teaching Duties*, this office issues this clarificatory memorandum to guide all concerned, on the reconstitution of the Bids and Awards Committee at the school, as well as the clustering of schools for BAC purpose, at the district level.
2. The PSDSs/PICDs are enjoined to review, update and submit anew the proposed district clustering of schools and the assignment of BAC functions to AOs II, such that:
 - (i) The recommended 5-member school BAC set-up is upheld where the AOs II, together with the other no-teaching personnel of every school shall comprise the regular membership, and no more teachers shall form part thereof, except only in a provisional capacity as an end-user /representative of an end-user for a specific procurement activity. In which case, a provisional-member teacher will only sign pertinent BAC documents under such capacity, and in no case be involved in any milestone activities thereof.
 - (ii) An AO II shall serve or continue to serve as BAC Secretariat in the school where he/she is stationed. In the meantime, he/she shall serve or continue to serve as designate BAC Vice Chair, Member, and even a Secretariat/Canvasser in any of the schools clustered for him/her. Given his/her skills, qualities and extensive procurement experience, he/she may be designated as BAC Chairperson especially in a school where there is no Assistant Principal or Head Teacher who may take the lead, by operation of RA 9184.
 - (iii) a newly deployed AO II is included in the fold and will have a copy of documented information for his/her BAC engagements, while a dis-engaged AO II is removed therefrom.
3. As soon as they received copy of the approved district clustering and schools and the assignment of BAC duties to the AOs II, the Heads of Schools or heads of the procuring entity shall issue office memorandum constituting or reconstituting school BAC for a particular FY. The memorandum containing the duties and responsibilities of every member is furnished and communicated to the members.



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4. It is imperative that upon the preparation of the documented information (***i.e. proposal for district clustering and assignment of BAC duties to AOs II, as well as the school memorandum constituting its BAC***) by the concerned offices, knowledge and consent of all the designated BAC personnel have been shared and sought, respectively.
5. All other provisions of DM no. 272, s. 2024 as well as Division Memorandum No. 256, 2024 which are not affected by these instructions, shall remain in effect.
6. Queries appertaining to or arising from this issuance may directed to the SMM&E personnel thru these mobile numbers 09387375625 (SMART) or 09958811881 (GLOBE).
7. Immediate dissemination of this memorandum is earnestly desired.

ROY C. TUBALLA, EMD, JD, CESO V
Schools Division Superintendent

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