SPECIAL ORDER No. 124
Series of 2009

In the interest of the service and as required by the Commission on Audit, the existing POEA-Technical Inspection Committee (TIC) is hereby reconstituted as follows:

A. TIC-Supplies

Paterno D. Juridico - Chairman
Marie-AnthoNette B. Marquez - Member
Edna Marie T. Hipolito - Member

Duties and Responsibilities:

1. Conduct technical inspection and prepare subsequent inspection report of all items/products purchased and delivered thru a Purchase Order prior to processing of any payment;

2. Conduct inspection/verification of all items purchased thru Cash Advance by affixing signature at the Official Receipts and/or Cash Invoice;

3. Conduct pre-inspection report of all items purchased thru a Job Order and conduct post-inspection of the same by accomplishing the technical inspection report form.

B. TIC-Infrastructure

Ramon Lamberto C. Pastrana - Chairman
Lourdes B. Sebastian - Member
Violeta V. Bersamen - Member

Duties and Responsibilities:

1. Conduct pre-inspection of all proposed works/projects categorized under infrastructure either through a Job Order or a Contract Agreement;

2. Conduct post-inspection and submit report.
The TIC shall be subjected to the following limitations:

1. Purchased items amounting to below Php 5,000.00 can be inspected by either the TIC Chairman or any of its member;

2. Purchased items amounting to Php 5,000.00 and above shall be inspected by the TIC Chairman and its members;

3. All infrastructure projects shall be inspected by the TIC Chairman and its members.

This Special Order supersedes Special Order No. 185 , Series of 2005.

Mandaluyong City, Philippines, 03 April 2009

[Signature]
JENNIFER JARDIN-MANALILI
Administrator

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