SPECIAL ORDER NO. 294
Series of 2002

In the interest of the service and as a requirement of the Commission on Audit, the existing POEA - Technical Inspection Committee (TIC) shall be reconstituted as follows:

A. TIC-SUPPLIES

1. Leonel P. Labrador - Chairman
2. Dennis Ibay - 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 Receipt and/or Cash Invoice;

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

B. TIC-INFRASTRUCTURE:

1. Nascel Gabito - Chairman
2. Crisanto De Guzman - Member

Duties and Responsibilities:

1. Conduct pre-inspection of all proposed works/projects categorized under infrastructure either thru a Job Order or a Contract Agreement and conduct post-inspection and submit report;

The Technical Inspection Committee for Supplies and Infrastructure shall be subject to the following limitations:

1. Purchased items amounting to below P5,000.00 can be inspected by either the TIC Chairman or its member;
2. Purchased items amounting to P5,000.00 and above shall be inspected by the TIC Chairman and its member;

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

Mandaluyong City, Philippines, 18 September 2002.

[Signature]

ROSA LINDA DIMAPRIS-BALDOZ
Administrator