



## CSC RO IV DISPOSAL COMMITTEE

Immediate Disposal of Various Unserviceable PPE  
and Waste Materials

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### RESOLUTION No. 001-2020

**WHEREAS**, it is the policy of the Commission to promote effective and efficient management of resources. Thus, to avoid further deterioration and value depreciation of properties for disposal, as well as inure benefits to the office such as higher appraised value and better management of storage areas with lesser cost, a systematic disposition of unserviceable properties was adopted.

**WHEREAS**, Section 502 on the Destruction or Sale of Unserviceable Property, Chapter 3 Disposal/Divestment of Property, Government Accounting and Auditing Manual Volume 1(GAAM) provides:

*“When government property has become unserviceable for any cause, or is no longer needed, it shall, upon application of the officer accountable therefore, be inspected by the head of agency or its duly authorized representative in the presence of the auditor concerned and if found valueless or unsalable, it may be destroyed in their presence. If found to be valuable, it may be sold at public auction to the highest bidder under the supervision of the proper committee on award or similar body in the presence of the auditor or duly authorized representative of the Commission on Audit.”*

**WHEREAS**, Subsection 2.1 of Section 2.0 on the Statement of Policies of Office Memorandum (O.M.) No. 132 s. 2002 (Guidelines in the Disposal of Unserviceable Properties of the Central and Regional Offices of the Commission) provides that *“Properties for disposal are those properties which have become unserviceable for any cause or are no longer needed or have exceeded their economic life, or where the repair and/or maintenance of the property would exceeded fifty percent (50%) of its current market value, or which have become obsolete.”*

**WHEREAS**, Section 501 of the GAAM provides that the authority or responsibility for disposal/divestment of property and other assets owned by the national government agencies or instrumentalities, local government units and government-owned and/or-

Bawat Kawani, Lingkod Bayani

controlled corporations and their subsidiaries shall be lodged in the heads of the departments, bureaus and offices of the national government, the local government units and the governing bodies or managing heads of government-owned or controlled corporations and their subsidiaries conformably to their respective corporate charters or articles of incorporation, who shall constitute the appropriate committee or body to undertake the same, in relation to COA Cir. 89-296, Jan. 27, 1989.

**WHEREAS**, same O.M. further provides that the mode of disposal deemed most advantageous to the Regional Office shall be at the discretion of the Regional Director and that he/she is tasked to coordinate with the Management Services Division on the procedures, modes and preparation of required reports, who shall then recommend to the Regional Director the mode of disposal deemed most advantageous to the government.

**WHEREAS**, in its meeting on September 9 and September 23, 2020, the Regional Disposal Committee (DisComm.) examined the submitted respective Inventory & Inspection Report of Unserviceable Properties (IIRUP) and Waste Materials Report (WMR) by the Divisions and Field Offices.

**NOW, THEREFORE**, The Regional Disposal Committee, hereby **RESOLVES** as it is hereby **RESOLVED**, to recommend the following items for disposal, their appraised value and manner of disposition:

| <b>Item</b>                                  | <b>Description</b>  | <b>Appraised Value</b>                    | <b>Manner of Disposition</b> |
|--|---|---|------------------------------|
| 1 Lot<br>(RO<br>Unserviceable<br>Properties) | <p>Four (4) Air-conditioning Units, Office Chairs, Bamboo Chairs, Metal Gang Chairs, Computer Tables, Stand Fan, Wall Fan, Filing Cabinets, Drill, Typewriter, DVR, Water Pump, Oven, various IT Peripherals like projector, monitor, AVR, CPU, and speakers, and various Mobile Phones such as seventeen (17) old and incomplete Nokia Units, and one (1) old and incomplete Samsung unit.</p> <p>Assorted PPE Items as listed in the Inventory and Inspection report of Unserviceable Property (IIRUP) and Report of Waste Materials.</p> | <b>PhP 13,400.00</b><br>(as is, where is) | <b>Public Auction</b>        |

|  |   |   |   |
|--|---|---|---|
| 1 Lot  | Serviceable old and complete Mobile Phone Units, such as:<br>One (1) unit Nokia N8<br>One (1) unit Nokia E71<br>One (1) unit Nokia C5-03<br>One (1) unit Nokia X3-02    | <b>PhP 8,898.00</b><br>(as is, where is)  | <b>Public Auction</b>   |
| 1 Lot<br>(FO Cavite-Trece Scraps)                                      | Steel filing cabinet, IT peripherals such as Keyboards, Speaker, AVR, UPS, CPU Fan, Various Cables, and Computer Mouse.   | N/A                                       | For sale to the winning highest bidder junk shop after securing three sealed written quotations |
| 1 Lot<br>(FO Batangas Waste Materials)                                 | Two (2) Single Bed Foam with cloth cover  | N/A                                       | Proper Disposal as garbage  |
| 1 Lot<br>(FO Quezon Waste Materials)                                   | One (1) Electric Fan  | N/A                                       | Proper Disposal as garbage  |
| 1 Lot<br>(FO Occidental Mindoro – San Jose & Mamburao Waste Materials) | Emergency Lights, Computer Table, and various IT peripherals such as UPS, AVR, Mouse, and Keyboard.   | N/A                                       | Proper Disposal as garbage  |
| 1 Lot<br>(FO Oriental Mindoro Scraps)                                  | Three (3) Air-conditioning Units (One Split-type, Two Window-types).  | <b>PhP 11,119.20</b><br>(as is, where is) | <b>Public Auction</b>   |
| 1 Lot<br>(FO Marinduque Scraps )                                       | Computer Table, and Torn Boxes  | N/A                                       | For sale to the winning highest bidder junk shop after securing three sealed written quotations |
| 1 Lot<br>(FO Palawan Scraps )  | Two (2) Air-conditioning Units - window-type, and other various scrap such as Stand Fan, Desk Fan, Xerox Machine, Telephone (Telefax), Computer Tables, and Typewriter. | <b>PhP 3,100.00</b><br>(as is, where is)  | <b>Public Auction</b>   |

Further **RESOLVED** after due deliberation, that the submitted unserviceable Information Technology (IT) PPEs still need to be verified by the CSC RO IV Information Technology Group (ITG)/PALD, and that for purposes of expediency of this year's disposal,

said unserviceable IT PPEs will be included in the FY 2021 disposal after the concerned End-Users have secured the written certification/confirmation from the ITG.

Further **RESOLVED** that the additional unserviceable PPEs/waste materials proposed by Field Office (FO) Quezon will likewise be included in the FY 2021 disposal, since its IIRUP was submitted on September 15, 2020 way beyond the deadline set on July 24, 2020.

Further **RESOLVED** that MSD shall spearhead the Public Auction above-indicated, in coordination with the concerned End-Users and a COA Representative, and to undertake the appropriate disposal procedures if there would be a case/cases of failure of public auction.

Finally **RESOLVED** that in order to avoid conflict of interest issues, neither sale nor other disposition hereunder shall be made to any member of the CSC Disposal Committee and their relatives within the fourth degree of consanguinity of affinity, or will they be allowed to participate in the said public auctions/disposition procedures **ADOPTED**, this 29<sup>th</sup> day of September 2020.



**DIRECTOR III FERNANDO O. MENDOZA**  
Chairperson, Disposal Committee



**Atty. V NIELRAZ D. LIRAZAN**  
Member, Disposal Committee



**BRYAN DENNIS M. ROTA**  
Member, Disposal Committee



**HAZEL JANE M. PANGAN**  
2<sup>nd</sup> Level Representative



**RUTHERFORD M. MATA**  
1<sup>st</sup> Level Representative

Approved / ~~Disapproved~~:



**KARIN LITO P. ZERNA**  
Director IV