



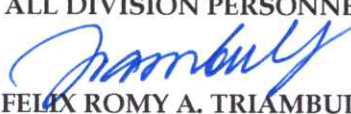
Republic of the Philippines  
Department of Education  
REGION IX, ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

MEMORANDUM

No. 156, s. 2022

To: ALL DIVISION PERSONNEL

From:   
FELIX ROMY A. TRIAMBULO, CESO V  
Schools Division Superintendent

Subject: RECONSTITUTION OF DISPOSAL COMMITTEE

Date: April 5, 2022

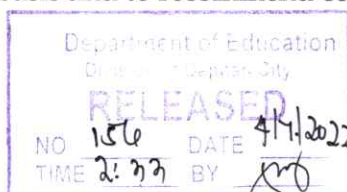
In reference to the COA Circular No. 83-206 re: Executive Order No. 888 Authorizing Ministers and Heads of Ministries/ Agencies to dispose of their respective unserviceable equipment and disposable property and creating a Disposal Committee to facilitate disposal of said property, a Disposal Committee is hereby created respectively, to be composed of the following personnel:

Chairperson : ROSALIO B. CONTURNO, JR. PhD  
Appraiser : JERRY PERONG  
Canvasser : DANILO SANTIAGO  
Members : GEORDITO T. OLARIO  
NATHANIEL A. MENDIOLA  
MEDAR E. PADA0, JR.  
MIGUEL JATICO  
Secretariat : GERARDO J. RUIZ, JR.

The Committee shall establish a standard operating procedure to govern its action and shall perform the following functions:

- Inspect or authorize the field offices to inspect the unserviceable equipment and property to verify justification for disposal;
- Set the final appraised value of all disposable property considering obsolescence, market demand, physical condition and result of previous biddings for similar property;
- Recommend to the Head of Agency for approval, the manner of disposal taking into consideration the pertinent provisions of the Revised Administrative Code and the National Auditing Code;
- Conduct public biddings for the sale of disposable property on an "AS IS", "WHERE IS" basis and to recommend corresponding award.

CC:  
ASDS  
Chief, CID  
Chief, SGOD  
AO V ( Administrative Services)  
Finance and Budget  
IT  
Admin - Supply/Cash  
Admin - HR



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