

Republic of the Philippines

Department of Education

REGION IX. ZAMBOANGA PENINSULA SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

16 January 2023

MEMORANDUM

, s. 2023

To: Rosalio B. Conturno, Jr.

OIC - ASDS

Geordito T. Olario

Administrative Officer V

Lauriel A. Balucan

Information Technology Officer

Nathaniel A. Mendiola OIC-Supply officer

Jerry M. Perong

Education Program Supervisor

Peter A. Alavanza

Librarian II

Glen C. Mohametano

Dentist II

Medar E. Padao

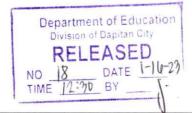
ADAS III

All designated Property Custodians of Schools

- To comply with the Commission on Audit Circular No. 2020-006 dated January 31, 2020, re: Guidelines and Procedures in the Conduct of Physical Count of Property, Plant and Equipment (PPE), Recognition of PPE Items Found at Station, and Disposition for Non-existing/Missing PPE Items, for the One-Time Cleansing of PPE Account Balances of Government Agencies, you are advised to convene on January 17, 2023 in the Division Conference Room at 9:00 o'clock in the morning to complete the physical inventory which was started last year.
- 2. For information, guidance, and compliance.

FELIX ROMY A. TRIAMBULO, CESO V

Schools Division Superintendent







Sunset Boulevard, Dawo, Dapitan City



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