

Republic of the Philippines Department of Education Region X – Northern Mindanao

DIVISION OF TANGUE C

Anecito Siete St., Mantic, Tangub

DITY OF TAMOUS

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E-med: rangub,campdoped.gov.ph Webvile. www.deredlangub.net Telephone: (088) 545-0304. Telefe

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April 3, 2019

DIVISION MEMORANDUM No. 9 s. 2019 DATE: 4-4-19

INVENTORY OF TEXTBOOKS, PROPERTIES, PLANT AND EQUIPMENT COMMITTEE

To:

DIVISION OFFICE PERSONNEL

This Division

 This Office constitutes the Inventory of Textbooks, Properties, Plant and Equipment Committee, as follows:

Chairman

Margissa T. Amen

Co-Chairman

Ronie E. Senarillos Gina L. Mandawe

Members

Alden M. Antonio

Wilfredo B. Cañete Wilson A. Ozarraga

Wilson L. Lopez

- The committee shall perform their respective tasks to ensure transparency, efficiency, and strict conformity with the rules, regulations and policy in the conduct of inventory activities in this Office.
- 3. Attached is Form I-B List of School's Current Assets and Movable Properties.
- 4. For guidance and compliance.

JEAN G. VELOSO

OIC - Schools Division Superintendent



Region X - Northern Mindanao Republic of the Philippines Department of Education

DIVISION OF TANGUB CITY



Anecito Siete St., Mantic, Tangub City

Form I-B List of School's Current Assets and Movable Properties

Date:

E-mail: 141915 ntw2depet | nv.nt| Websits | www.depodt.ur.mtl.net Telephone (088) 545-0304 | Telefax: (088) (088)856-4524

Name of School: Name of School Head:

| Science aboratory | Computer Units | Transparency Board | Printer | Printer Biometrics | Other Equipment | Source of Funds (Donation, MOOE, Others) | in-Charge | Remarks |
|----------------------|-------------------|-----------------------|---------|--------------------|--------------------|---|-----------|---------|
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The In-charge or Supply Officer must turn over all the school-owned equipment upon transfer and clear himself as what is provided by law.

Recommendations: