



Republic of the Philippines
Department of Education
Region X - Northern Mindanao
DIVISION OF TANGUB CITY
Anecito Siete St., Mantic, Tangub City



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April 3, 2019

DIVISION MEMORANDUM
No. 91 s. 2019



**INVENTORY OF TEXTBOOKS, PROPERTIES, PLANT
AND EQUIPMENT COMMITTEE**

To: **DIVISION OFFICE PERSONNEL**
This Division.

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

Chairman	:	Margissa T. Amen
Co-Chairman	:	Ronie E. Senarillos
Members	:	Gina L. Mandawe
		Alden M. Antonio
		Wilfredo B. Cañete
		Wilson A. Ozarraga
		Wilson L. Lopez

2. 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

