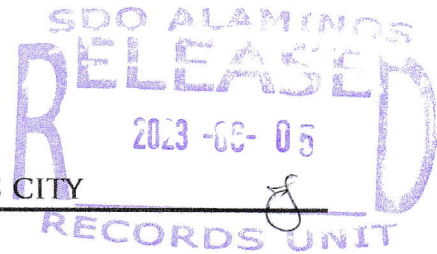




Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OFFICE OF ALAMINOS CITY



Office of the Schools Division Superintendent

DIVISION MEMORANDUM
DM-2023-273


TO : Asst. Schools Division Superintendent
Chief Education Supervisor -Curriculum Implementation Division
Chief Education Supervisor -Schools Governance Operation Division
Education Program Supervisors, SEPS, Division Personnel
School Heads of Public Elementary and Secondary Schools
All Others Concerned

SUBJECT : **RE-SCHEDULING OF THE PROPERTY, PLANT, AND EQUIPMENT (PPE) PHYSICAL INVENTORY ACTIVITIES AT THE DIVISION OFFICE AND NON-IMPLEMENTING UNITS (ELEMENTARY AND SECONDARY SCHOOLS)**

FROM : Schools Division Superintendent

DATE : June 02, 2023

1. Please be advised that the new timetable for conducting the physical count and inventory of all Property, Plant, and Equipment in non-implementing units is from July 18, 2023 to August 10, 2023 (see attachment for specific schedule of schools).
2. School heads are advised to prepare their Report on the Physical Count of PPEs (RPCPPE) as of June 30, 2023.
3. During the physical count and inventory taking, all teaching staff who are involved will receive service credit.
4. For information, guidance, and compliance.


VIVIAN LUZ S. PAGATPATAN, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Schools Division Superintendent

With hundred reasons to serve!



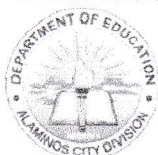
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REGION I
SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

**Schedule of Physical Count and Inventory Taking in SDO Alaminos
City Public Elementary Schools and Non-Implementing Units –
Secondary Schools**

	SCHOOLS	DATE
Day 1	San Jose Elementary School Pogo Elementary School San Roque Elementary School Landoc Elementary School Polo Elementary School	July 18, 2023
Day 2	Polo National High School Inerangan Elementary School Inerangan National High School Ildefonso Quimson Community High School	July 19, 2023
Day 3	Tawin-Tawin Elementary School Amangbangan Elementary School Sta. Maria Elementary School	July 20, 2023
Day 4	Dulacac Elementary School Balayang Elementary School Palamis Elementary School	July 25, 2023
Day 5	Bolaney Elementary School Amandiego Elementary School Bisocol Elementary School Alos Elementary School	July 26, 2023
Day 6	Tangacarang Elementary School Maawi Elementary School Quibuar Elementary School Lucap Elementary School	July 27, 2023
Day 7	Baleyadaan Elementary School Cayucay Elementary School Cayucay National High School Magsaysay Elementary School	August 01, 2023
Day 8	Mona Elementary School Pangapisan Integrated School Longos Elementary School Linmansangan Elementary School	August 02, 2023
Day 9	Maliga Elementary School Balangobong Elementary School Cabatuan Elementary School	August 03, 2023

With hundred reasons to serve!



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Email Address: alaminos.city@deped.gov.ph






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Day 10	San Vicente Elementary School Popantay Elementary School Bued Elementary School Sabangan Elementary School	August 08, 2023
Day 11	Pandan Elementary School Telbang Elementary School Victoria Elementary School	August 09, 2023
Day 12	Alaminos Central School SDO COA	August 10, 2023

Prepared by:



MARIA FE R. DELA CRUZ
Administrative Officer IV
Property & Supply Unit


ROSALIE R. SARMIENTO
Administrative Officer V

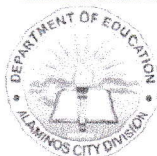
Recommending Approval:


MARILU N. CARDENAS EdD
Assistant Schools Division Superintendent

Approved:


VIVIAN LUZ S. PAGATPATAN CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Schools Division Superintendent

With hundred reasons to serve!



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