

	Department of Education Region III DIVISION OF CITY SCHOOLS Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-QF-OSDS-SDS-003 Revision: 00 Effectivity date: 10/31/2018
	DIVISION MEMORANDUM		Name of Office: OSDS-SDS

March 25, 2019

DIVISION MEMORANDUM
 No. 109, S. 2019

RELEASED
 MAR 26 2019
 By DepEd Angeles City
 Division of City Schools

2019 ANNUAL INVENTORY OF SCHOOL PROPERTIES

To: Public Elementary, Secondary and Senior Highschool School Heads

- This is to inform the field that the Annual Inventory of School Properties and Fixed assets shall be conducted in all public elementary schools, secondary schools & senior high schools on April 22 - 30, 2019 & May 2 - 8, 2019.
- The Division Inventory Committee is composed of the following:

Chair:	Armin M. Tayag
Co-Chair:	Edgar L. Manabat COA Representative
	Norma P. Cabigting
	Noel S. Reganit
	Dennis Bautista
	Aveneir V. Mendoza
	Noel R. Gulapa
	Sherwin C. Aronce
- The school head, property custodian and teacher librarian are required to be in school during the committee's visit. Likewise, teachers should be reminded to open their classrooms during the inventory.
- The attached Schedule must be followed STRICTLY.
- Please prepare updated **IT Inventory, Office Equipment Inventory, Books/Instructional Mat'ls Inventory, Furniture & Fixtures Inventory, Building Inventory, Other Supplies Inventories and Other Supplies(SME)** in hard copy and send soft copies to divisionsupplyoffice@gmail.com.
- Wide dissemination of and strict compliance to this Memorandum is desired.

LEILANI S. CUNANAN, CESO VI

Schools Division Superintendent 

APRIL 22	NORTHVILLE15 IS	9:00 - 10:30 AM
	CUTUD ES	10:40 - 12:00 NN
	EPZA RESETTLEMENT ES	1:00 -2:30 PM
	BVRHS	2:30 - 3:45 PM
	PULUNG CACUTUD ES	3:50 - 5:00 PM
APRIL 23	GRLIS	9:00 - 10:30 AM
	SAPA LIBUTAD ES	10:40 - 12:00 NN
	ENRICA SANDICO ES	1:00 - 2:00 PM
	JOSE P. DIZON ES	2:15 - 4:00 PM
APRIL 24	FGNMHS	8:30 - 10:15 AM
	PINEDA GUTIERREZ ES	10:20 - 12:00 NN
	A.G. TINIO ES	1:00 - 2:00 PM
	MINING ES	2:10 - 3:15 PM
	DAMES	3:30 - 4:30 PM
APRIL 25	BELEN HOMESITE ES	8:45 - 10:30 AM
	SALAPUNGAN ES	10: 40 - 12:00 NN
	SAN IGNACIO ES	12:30 - 1:30 PM
	AC Senior High School	1:30 - 2:40 PM
	MARISOL BLISS ES	2:45 - 4:00 PM
APRIL 26	PULUNGBULU ES	8:15 - 10:00 AM
	STO. DOMINGO IS	10:10 -12:00 NN
	LEONCIA VILLAGE ES	1:00 - 2:30 PM
	APUNG GUIDANG ES	2:45 - 4:30 PM
APRIL 29	CUTCUT ES	8:30 - 10:00 AM
	M. NEPO ES	10:15 - 12:00 NN
	DON PEPE HENSON ES	12:30 - 1:30 PM
	PAMPANG ES	1:40 - 3:00 PM
	ACNHS SHS	3:00 - 4:30 PM
APRIL 30	STO. ROSARIO ES	8:10 - 10:00 AM
	LNW ES	10:15 - 12:00 NN
	STA. TERESITA ES	1:00 - 2:30 PM
	RLLMHS	2:45 - 4:15 PM
MAY 2	CUAYAN ES	8:30 - 10:00 AM
	E.M. GANZON ES	10:15 - 12:00 NN
	AMSIC IS	1:00 - 2:45 PM
	MALABANIAS IS	3:00 - 4:30 PM
MAY 3	TACONDO ES	8:45 - 10:15 AM
	SAPANG BATO ES	10:15 - 12:00 NN
	SAPANG BATO SHS	12:30 - 1:30 PM
	SAPANG BATO NHS	1:30 - 2:30 PM
	SITIO TARGET	2:45 - 4:00 PM
MAY 6	AIR FORCE CITY ES	8:30 - 9:30 AM
	A.G. PABALAN ES	9:45 - 12:00 NN
	STA. MARIA ES	1:00 - 2:00 PM
	GUECO BALIBAGO ES	2:20 - 3:40 PM
	SITIO PADER ES	3:40 - 4:30 PM
MAY 7	T.P. TINIO ES	8:30 - 10:15 AM
	VIRGEN DELOS REMEDIOS ES	10:30 - 12:00 NN
	CLEMENDES	12:15 - 1:30 PM
	C. N. DAYRIT MHS	1:30 - 2:30 PM
	AES	2:40 - 4:30 PM
MAY 8	ACNTS	8:30 - 10:00 AM
	ACNHS	10:10 -12:00 NN
	ACSciHS	1:00 - 2:30 PM
	CM RECTO ICT	2:30- 4:00 PM