
	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

August 15, 2019

DIVISION MEMORANDUM

No. 273, s. 2019

DELIVERY OF SCHOOL FURNITURE

To: Heads of Public Elementary and Secondary Schools

1. Attached is a Memorandum from the Regional Director of DepEd-RO III with subject "Delivery of School Furniture"
2. Your attention is invited to paragraph 2 of the Memorandum which states that "School heads and property custodians **should not** accept unassembled furniture and incomplete in number. Moreover, delivery of furniture should be from Monday to Friday, from 7:30 AM to 5:00 PM. **Do not** accept deliveries on Saturdays and Sundays including holidays."
4. Immediate dissemination of and strict compliance with this Memorandum is desired.

LEILANI S. CUNANAN, CESO V
 Schools Division Superintendent

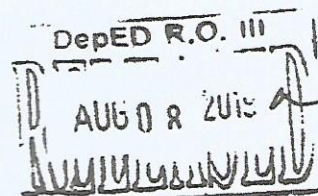
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"SMILES BRIGHT, SERVES RIGHT"



Republic of the Philippines
Department of Education
REGION III-CENTRAL LUZON




MEMORANDUM

To : All Schools Division Superintendents
Chiefs, School Governance and Operations Division
Schools Division Engineer
Heads, Public Elementary and Secondary Schools

Subject: **Delivery of School Furniture**

Date : August 7, 2019

1. This office reiterates the acceptance of door to door delivery of school furniture to all recipient schools that school furniture should be assembled and complete in number upon acceptance.
2. School heads and property custodians **should not** accept unassembled furniture and incomplete in number. Moreover, delivery of furniture should be from Monday to Friday and from 7:30 am to 5:00 pm. **Do not** accept deliveries on Saturdays and Sundays including holidays.
4. For guidance and compliance.


NICOLAS T. CAPULONG, Ph.D., CESO V
Director III
Officer-In-Charge
Office of the Regional Director

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