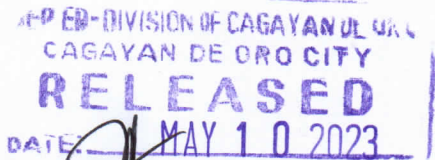




Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

9 May 2023

DIVISION MEMORANDUM

No. 189 s.2023

**SUBMISSION OF INVENTORY OF SCHOOL EQUIPMENT RECEIVED BY SCHOOLS
WHICH WAS DELIVERED BY SUPPLIERS/FORWARDERS FOR 2020-2022**

TO: Chiefs, CTD and SGOD
Public Schools District Supervisors
All Elementary and Secondary School Heads
All Elementary and Secondary School Property Custodian
This Division

1. Pursuant to the OASOPS Memorandum No. 2023-067 dated April 26, 2023, titled Inventory of School Equipment Received by Schools which was Delivered by Suppliers/Forwarders for 2020-2022, all school heads are directed to submit the said report on or before **May 11, 2023** through Google Sheet with the link bit.ly/inventory-supplier-2020-2022.
2. Instructions are attached to the link on a separate sheet for further information. For additional queries, you may contact the Supply Office thru Mr. Iggy Gabule and Mr. Gleven Chitto Manaug.
3. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all personnel regardless of age, gender, and sexual orientation, disability, religion, and ethnicity.
4. For widest dissemination and strict compliance.

ROY ANGELO E. GAZO

Schools Division Superintendent

FOR THE SCHOOLS DIVISION SUPERINTENDENT


AUDIE S. BORRES

Assistant School Division Superintendent
Officer-in-charge
Office Of the Schools Division Superintendent



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City

Telephone: (08822)-8550048

Email: cagayandeoro.city@deped.gov.ph

Encl.: OASOPS Memorandum No. 2023-067

Reference: none

To be indicated in the Perpetual Index
under the following subjects:

DELIVERY
EQUIPMENT
INVENTORY

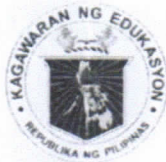
IAGJR / DM – inventory of school equipment
/May 9, 2023



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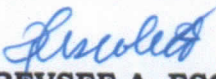


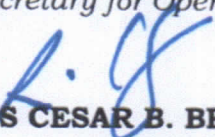
Republic of the Philippines
Department of Education
OPERATIONS

OASOPS No. 2023-067

MEMORANDUM

TO : **ALL REGIONAL DIRECTORS**

FROM : 
Atty. REVSEE A. ESCOBEDO
Undersecretary for Operations


FRANCIS CESAR B. BRINGAS
Assistant Secretary for Operations

SUBJECT : **Inventory of School Equipment Received by Schools which was Directly Delivered by Suppliers/Forwarders for 2020-2022**

DATE : **April 26, 2023**

In view of the upcoming delivery of school equipment from the warehouses, all Regional Offices are requested to submit a complete inventory of school equipment received by schools which was directly delivered by suppliers/forwarders for 2020-2022.

In this regard, this Office requests the submission of the aforementioned data in MS Excel (.xlsx) format using the **provided template, which may be downloaded via this link: tinyurl.com/46pvz8a8**. Further, submissions must be sent to the Office of the Assistant Secretary for Operations at asec.ops@deped.gov.ph **on or before May 12, 2023 (FRIDAY), 5:00 PM**. All submissions must be **consolidated at the regional level, verified, and signed by the Regional Director**.

For inquiries, please contact Mr. Aster Mostrales at aster.mostrales@deped.gov.ph or the Office of the Assistant Secretary for Operations via telephone number (02) 8633-5344.

For strict compliance and immediate action.

Thank you very much.