



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte



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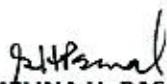
October 20, 2017

Division Memorandum
No. 203, s. 2017

To: Public School District Supervisor
Elementary/Secondary School Heads/OIC

3rd Quarter Conference on Updates, Guidelines, Policies and Reconciliation of Inventory
Reports of School Property Custodians.

1. The City Division of San Jose Del Monte is pleased to announce the 3rd Quarter Conference on Updates, Guidelines, Policies and Reconciliation of Inventory Reports of School Property Custodian 1:00-5:00 PM on November 3, 2017 at the Division Library Hub.
2. The objectives of this conference are:
 - A. Condemnation of PPP Armchairs (Plastic & Steel) and all wood tablet armchairs;
 - B. Report on lost Books 2015-2016;
 - C. Compliance in the submission of reports on properties;
 - D. Reconciliation of School Inventory Reports; and
 - E. Distribution of 15 Units of Computer Desktop.
3. Participants to this activity are the School Property Custodian.
4. Attendance is a must.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent