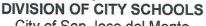


## Republic of the Philippines DEPARTMENT OF EDUCATION Region III



City of San Jose del Monte

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March 16, 2017

DIVISION MEMORANDUM NO. 44, s. 2017

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



## 1st Quarter Conference on Updates, Guidelines and Policies & Reconciliation of Reports of School **Property Custodians**

- 1. The City Division of San Jose Del Monte is pleased to announce the 1st Quarter Conference on Updates, Guidelines and Policies & Reconciliation of Reports of School Property Custodian on March 24, 2017 at Division Library Hub, 1:00PM-5:00PM.
- 2. The objectives of this conference are:
  - a. Re-Orient and Update the School Property Custodians on Guidelines and Policies on School Property and Supply Management;
  - b. Ensure economy, efficiency and effectiveness in managing and utilizing all government resources;
  - c. Ensure compliance in the submission of reports on properties,
  - d. Reconcile School Inventory Reports.
- 3. Participants to this activity are the School Property Custodians.
- 4. Immediate and wide dissemination of this Memorandum is desired.

**Schools Division Superintendent** 



"Collaborating with our Leaders, Caring for our Learners

