



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



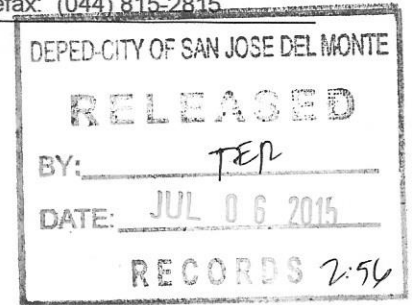
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02 July 2015

DIVISION-MEMORANDUM

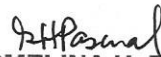
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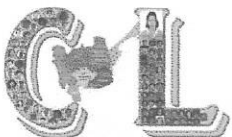
To: Public Schools District Supervisors
Elementary and Secondary School Heads



REPORT ON BASIC EDUCATION FURNITURES AND FIXTURES EXCESS/NEEDS

1. This Office announces the reconciliation between the needs and excesses of basic education furniture and fixtures among schools.
2. In this regard, it is hereby directed that the attached form be accomplished for submission in both hard and soft copies. Please email to deped_csjdm@yahoo.com on or before July 8, 2015.
3. For wide dissemination and compliance.


GERMELINA H. PASCUAL
Schools Division Superintendent



*"Commitment-Driven Performance by our Leaders,
Character-Based Instruction for our Learners"*



REPORT ON EXCESS / NEEDS OF SCHOOL FURNITURE

School / Cluster	TEACHER'S TABLE				DESKS				ARMCHAIRS			
	Total No. of Classrooms	Existing Teacher's Table	Excess	Need	Total No. of Pupils who need Desks	Existing Desks	Excess	Need	Total No. of Pupils who need Armchairs	Existing Armchairs	Excess	Need

Prepared by:

Noted :

 School Head