



Republic of the Philippines
Department of Education
Region X
DIVISION OF EL SALVADOR CITY




Zone 3, Poblacion, El Salvador City
Telefax No: (088) 555-0475 | Email Address: elsalvador.city@deped.gov.ph | Website: depedelsalvadorcity.net

DIVISION MEMORANDUM

No. 136, s.2019

To: Public Elementary and Secondary School Heads
School Property Custodian
This Division

From: **JESNAR DEMS S. TORRES, PhD., CESE**
Assistant Schools Division Superintendent 
OIC, Office of the Schools Division Superintendent

Subject: School Property Custodian Meeting

Date: July 8, 2019

1. The field is hereby informed of the Meeting with the School Property Custodian Coordinators on July 12, 2019, 2:30 P.M., at the Property and Supply Unit Office, Division of El Salvador City, El Salvador City.
2. This activity aims to discuss the following:
 - a. Updating Reports
 - b. 1st Semester Physical Inventory Year 2019
 - c. Other Concerns
3. Immediate dissemination of this Memorandum is desired.