



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

05 Jan 2021

DIVISION MEMORANDUM
No. 001, s. 2021

INVENTORY OF EQUIPMENT SUBMISSION

To: **All Elementary & Secondary Schools**
School Property Custodian
All Other Concerned
This Division

1. This Office hereby informs all Elementary and Secondary School Property Custodian to submit the Inventory of Equipment (15,000php above, semi-expendable, and ICT equipment as of December 31, 2020) on **January 13, 2021**.
2. Immediate and wide dissemination of this memorandum is desired.

OLGA C. ALONSABE
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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

SUBMISSION INVENTORY

OSDS/**JML**



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