



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

November 22, 2024

OFFICE MEMORANDUM

No. **592** s. 2023

**INVENTORY SCHEDULE FOR PROPERTY, PLANT, AND EQUIPMENT,
INCLUDING SEMI-EXPENDABLES, ACROSS ALL FUNCTIONAL
DIVISION, SECTION, AND UNIT OF
DEPED REGION VIII**

To: Director III
Functional Division Chiefs
Property Custodians
All Others Concerned

1. The Administrative Division through the Asset Management Section (AMS) will conduct an inventory of Property Plan and Equipment, along with the Semi-Expendables Inventory from November 25, 2024 until December 10, 2024, the property custodian of every Functional Division, Section, and Units are advice to be present during the inventory.
2. All property custodians and AMS staff are expected to participate in this activity.
3. Immediate dissemination of and compliance with this Memorandum is desired.

EVELYN R. FETALVERO, CESO III
Regional Director

18

AD-AMS-ANC



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: region8.deped.gov.ph





Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

November 22, 2024

OFFICE MEMORANDUM

No. s. 2023

**INVENTORY SCHEDULE FOR PROPERTY, PLANT, AND EQUIPMENT,
INCLUDING SEMI-EXPENDABLES, ACROSS ALL FUNCTIONAL
DIVISION, SECTION, AND UNIT OF
DEPED REGION VIII**

To: Director III
Functional Division Chiefs
Property Custodians
All Others Concerned

1. The Administrative Division through the Asset Management Section (AMS) will conduct an inventory of Property Plan and Equipment, along with the Semi-Expendables Inventory from November 25, 2024 until December 10, 2024, the property custodian of every Functional Division, Section, and Units are advice to be present during the inventory.
2. All property custodians and AMS staff are expected to participate in this activity.
3. Immediate dissemination of and compliance with this Memorandum is desired.


EVELYN R. FETALVERO, CESO III
Regional Director

8

AD-AMS-ANC



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: region8.deped.gov.ph

Page 1 of 1

