



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

June 05, 2025

OFFICE MEMORANDUM
AD-AMS-2025- **266**

**MID-YEAR CONFERENCE OF DEPED REGIONAL OFFICE VIII
PROPERTY CUSTODIANS**

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

1. This is to inform all concerned that there will be a Conference of all Regional Property Custodians on June 25, 2025, at 9:00 a.m. at the RELC-NEAP HALL 2.
2. The agenda for this conference are as follows:
 - a. Year-end inventory for PPE/ Semi-expendable and Office Equipment;
 - c. Disposal Process; and
 - d. Other matters
3. Expenses for two (2) snacks and one (1) lunch as well the venue rental and other incidental expenses shall be charged against AD fund subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director

AD-AMS-ANC



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