

Department of Education



Region X
DIVISION OF MISAMIS ORIENTAL
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June 19, 2014

DIVISION MEMORANDUM

No. 145, s. 2014

To:

District Supervisors and In-Charge
Secondary School Principals and In-Charge
Designated District and School Property Custodians
Concerned School Officials

SUBJECT:

SCHEDULE IN THE CONTINUATION OF THE CONDUCT OF
PHYSICAL COUNT OF PROPERTY, PLANT AND EQUIPMENT
AND OTHER SCHOOL PROPERTIES

Due to some priorities and intervention in the office aside from the fact that some of the districts and secondary schools were not ready in the previous schedule, the Designated Division Inspection and Inventory Committee of this Office were not able to complete the conduct of Physical Count of Property, Plant and Equipment and other school properties.

In view thereof, hereunder is again an another schedule for the above said committee together with the representative of the accounting unit of this office to continue the said urgent and important activity for the subject districts and schools:

<u>Date</u>	<u>District (including secondary schools within)</u>
June 23, 2014	District of Libertad (afternoon only)
June 24, 2014	District of Alubijid (in the morning)
June 24, 2014	District of Opol (in the afternoon)
June 25, 2014	District of Manticao (in the morning)
June 25, 2014	District of Lugait (in the afternoon)
June 26, 2014	District of Sugbongcogon (in the morning)
June 26, 2014	District of Balingasag North and South (in the afternoon)
June 27, 2014	District of Jasaan (morning only)
June 30, 2014	District of Initao (in the morning)

June 30, 2014	District of Naawan (in the afternoon)
July 1, 2014	District of Laguindingan (in the morning)
July 1, 2014	In the afternoon will be going to Magsaysay
July 2, 2014	District of Magsaysay 1 & 2 (in the morning)
July 2, 2014	District of Talisayan (in the afternoon)
July 3, 2014	District of Claveria 1 and 2 (whole day)
July 4, 2014	District of Kinoguitan particularly Balingoan municipality (in the morning)
July 4, 2014	District of Salay and Lagonglong (in the afternoon)

Please be informed that this activity is to comply with the recommendations enumerated in the Audit Observation Memorandum (AOM) from the Commission on Audit (COA) of this office particularly the reconciliation of the inventory with the accounts in the accounting unit, hence, the findings and recommendations of the aforesaid committee is really very important. So, the concerned districts and secondary schools are requested to be ready before the scheduled date and shall coordinate with the committee. If ever the committee were not able to completely accomplish the said activity because the particular district or secondary school is not ready, the concerned accountable official shall then be liable to whatever findings and recommendations and will tantamount to negligence of official duties and responsibilities.

Please be guided accordingly.

CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

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