



Republic of the Philippines  
**Department of Education**  
REGION X

**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

Office of the Schools Division  
Superintendent

07 MARCH 2022

**DIVISION MEMORANDUM**  
No. 153, s. 2022

**VIRTUAL CONSULTATIVE AND COORDINATION MEETING OF  
DEPED MISAMIS ORIENTAL DISTRICT PROPERTY CUSTODIANS CY 2022**

To: **PUBLIC SCHOOLS DISTRICT SUPERVISORS**  
**DISTRICT PROPERTY CUSTODIANS**  
**ALL OTHERS CONCERNED**  
This Division

1. The Department of Education Division of Misamis Oriental, through the Division Property and Supply Unit, will conduct the **Virtual Consultative and Coordination Meeting of DepED Misamis Oriental District Property Custodians CY 2022** via Zoom or Google Meet. A link shall be sent to your respective DepED electronic mails. The virtual meeting shall be done every third Tuesday of the month. Enclosure 1 provides the specific dates of the meeting and the host districts.
2. This activity is aimed at the following:
  - a. Discuss the Schools'/Districts' concerns and issues relative to property and supply for the following topics but not limited to:
    - i. Deliveries of procured items from Central/Region/Division.
    - ii. Semi-Expendable Properties procured from School's MOOE and from other local funds.
    - iii. Status and Updates of School and District Inventory Reports
    - iv. Status and Updates of ROX10-School Division Inventory System
    - v. Request on Disposal of Properties
    - vi. Follow-Ups on the Issuance and Utilization Forms
    - vii. Relief of Property Accountability
    - viii. COA Circular 2020-006
    - ix. Other property and supply related topics.
  - b. Provide clarifications and explanations on consolidated issues, challenges and interventions including policy recommendations and innovations.
  - c. Develop an agreement from various feedbacks on property management matters and technical assistance to School Property Custodians.
3. For guidance and strict compliance.

**JONATHAN S. DELA PEÑA, PhD, CESO V**  
Schools Division Superintendent



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Enclosure 1

Date	Host District/Office
March 15, 2022	Division Supply Office
April 19, 2022	Tagoloan, Talisayan, Villanueva North & South District
May 17, 2022	Alubijid East & West District, Balingasag Central, North and South Districts
June 21, 2022	Gitagum, Claveria Central, North East and West Districts
July 19, 2022	Initao North & South, Jasaan North & South, Balingoan and Kinoguitan Districts
August 16, 2022	Lagonglong, Laguindingan, and Libertad Districts
September 20, 2022	Lugait, Magsaysay 1 and 2 Districts
October 18, 2022	Manticao, Medina, and Naawan Districts
November 15, 2022	Opol East & West, Salay, and Sugbongcogon Districts
December 20, 2022	Division Supply Office



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