

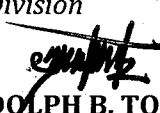


Republic of the Philippines
Department of Education
DIVISION OF MISAMIS ORIENTAL

MEMORANDUM

No. 159, s. 2019

TO : All District and School Property Custodians
All District and School ICT Coordinators
This Division

FROM : 
RANDOLPH B. TORTOLA
Schools Division Superintendent

SUBJECT : **SUBMISSION OF DATA IN THE INVENTORY MANAGEMENT SYSTEM (IMS)**

DATE : March 25, 2019

In line with the Department's desire to sustain sound public administrative management for good governance, this Office conducted an Orientation and Rollout on the Inventory Management System (IMS) at the 3rd Floor Conference Hall, DepEd - Misamis Oriental Division Office, Cagayan de Oro City last March 12, 2019.

During the rollout, the District Property Custodians and District ICT Coordinators were oriented on how to login and encode data in the Inventory Management System (IMS) and agreed to rollout the system to the school property custodians the soonest possible time as they played vital roles in the required deliveries to the system.

In this connection, this Office set the deadline of data submission through encoding in the Inventory Management System (IMS) on or before March 30, 2019.

Immediate and wide dissemination of this Memorandum is desired.

/ictu_ftd