



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of City Schools – Tagbilaran City

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
MLA-2022-Cash & Supply - 205

To : Oliver Arcillas
Lerma Mae Mantac
Christine B. Gallo
Janet Missiona
Vaneza Caresosa
Linie Saludo
Sheila Dalogdog
Glenda Mae Caberte
Aquilino T. Milar
Janet Butalid
Rosene Olaivar
Louenie Indanao
Corazon Samuya
Ma. Dolores Dahab

Aldrin Pajo
Emily Acabo
Margarita Tejano
Rowena Pizarras
Rhodelia Tumanda
Liza Maquiling
Casiana P. Caberte
John Ariel Lagura
Maria Maximina Babiano
Filomena Tangaan
Fairy Ann Babaison
Simon Rios
Grace Marie Campos

From : **JOSEPH IRWIN A. LAGURA PhD**
Schools Division Superintendent

Subject: **INSPECTION AND INVENTORY OF LAPTOPS FUNDED UNDER
BAYANIHAN FUND**

Date : **November 02, 2022**

The Commission on Audit found out that were pricey and outdated laptops bought by the Department of Education (DepEd) Central Office funder under Bayanihan Fund. To verify and check the specification of the laptops, the Commission on Audit will conduct an inventory and inspection of the said items.

We require all recipients mentioned above to bring the issued laptops and all its accessories for inspection and inventory on the following schedule:

November 7, 2022 A.M – for those issued to Division Office Personnel; and

November 07, 2022 P.M – for those issued to the Teaching Personnel.

Please be guided accordingly.



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