



Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS
 DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

Office of the Schools Division
 Superintendent

January 4, 2023

DIVISION MEMORANDUM

No. 008, s. 2023

**DIVISION VALIDATION OF SUBMITTED REPORTS ON PHYSICAL COUNT OF
 EPP/TLE/TVL NON-CONSUMABLE MATERIALS, TOOLS AND EQUIPOMENT**

To : PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS

1. This Office will conduct a validation of the reports submitted on physical count of EPP/TLE/TVL non-consumable materials, tools and equipment. Below is the schedule and the composition of the validating team, to wit:

DATE	SCHOOLS	VALIDATORS	DATE	SCHOOLS	VALIDATOIRS
January 10	Cabawan ES, San Isidro ES, San Isidro HS, Tiptip ES	Joseph Barrete, Simon Rios, Felipe Epe, Marcelino Pelin, Basilides Sempron	January 12	Manga HS, Manga ES, Ubujan ES, Taloto ES	Joseph Barrete, Simon Rios, Alberto Tibod Jr., Ermila D. Cardinas
January 13	Booy ES, Booy South ES, Cogon ES, Eastern Cogon	Joseph Barrete, Simon Rios, Jenelou John Israel, Edgar Fernandez	January 16	Dr. C Putong NHS, Tagb, City HI, Tagb. City Central ES, Tagb. City SPED Center	Joseph Barrete, Simon Rios, Felipe Epe, Marcelino Pelin, Basilides Sempron
January 17	Dao ES, Cogon NHS EC, Tagb. City Science HS, City East ES	Joseph Barrete, Simon Rios, Jenelou John Israel, Edgar Fernandez	January 18	Mansasa ES, Mansasa NHS, Bool ES, Dampas ES	Joseph Barrete, Simon Rios, Alberto Tibod Jr., Ermila D. Cardinas

2. Concerned teachers, designated Property Custodian/Supply Officer must be available in their scheduled date.
3. School Heads are instructed to facilitate the activity and prepare the necessary documents/ records to meet its objectives.
4. Expenses incurred relative to this is chargeable against Division/School MOOE or any school/local funds subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination and compliance of this Memorandum is hereby directed.

JOSEPH IRWIN A. LAGURA PhD
 Schools Division Superintendent

