



Department of Education  
Region III  
**DIVISION OF CITY SCHOOLS**

Jesus St., Pulungbulu, Angeles City

No. (045) 322-5722; 888-0582/Fax (045) 888-6099



**DIVISION MEMORANDUM**

No. *JK*,S, 2016

**RELEASED**

JUN 27 2016

By \_\_\_\_\_  
DepED Angeles City  
Division of City Schools


TO : All Public Elementary and Secondary School Heads  
Supply Officer and PDO II  
School Property Custodian

FROM: Office of the School Division Superintendent

SUBJECT: **SCHEDULE OF K-12 BUFFER BOOKS PICK-UP FROM SDO**

DATE: June 24, 2016

1. Please be guided with the schedule of pick up per school for a more organized releasing of books from the supply officer.
2. Property custodians or school heads may verify the quantity of books as per submitted requests, MR forms are ready for receiving.
3. Prepare the final k to 12 books inventory report as agreed upon during Division meeting of Property Custodians. Submit an updated inventory forms for SY 15-16 and SY 16-17.
4. Changes in the schedule of pick may be arranged with Mr. Armin Tayag, Division Supply Officer (in cases such as unavailability of transport means on said schedules).
5. Quantity of books are provided for schools to have an idea of how much is to be picked up and what type of transport is needed (to get the number of boxes you may divide it to an average of 34 books per box)

  
**LEILANI S. CUNANAN, CESO VI**  
Schools Division Superintendent

Schedule of Pick Up (SDO)

| JUNE 27, 2016                 |              | JUNE 28, 2016              |              |
|-------------------------------|--------------|----------------------------|--------------|
| School                        | Qty (pieces) | School                     | Qty (pieces) |
| Enrica Sandico ES             | 80           | Dr. Celemente N. Dayrit ES | 50           |
| Gov. RL Lazatin IS            | 298/1362     | EPZA Resettlement ES       | 990          |
| Jose P Dizon ES               | 71           | Marisol Bliss ES           | 39           |
| Pineda Gutierrez ES           | 425          | Pulung Cacutud ES          | 41           |
| San Ignacio ES                | 20           | Salapungan ES              | 230          |
| Sapalibutad ES                | 318          | Sta. Maria ES              | 433          |
| Sto. Domingo IS               | 46/          | Virgen Delos Remedios ES   | 194          |
| JUNE 29, 2016                 |              | JUNE 30, 2016              |              |
| AG Nepomuceno ES              | 10           | AC Nat'l. Trade School     | 200          |
| Cutcut Elementary School      | 677          | Angeles City NHS           | 2620         |
| Lourdes Northwest ES          | 100          | Bonifacio V. Romero HS     | 1139         |
| Amsic IS                      | 480/1740     | Northville 15 IS           | 864          |
| Edilberto M. Ganzon ES        | 363          | Sapangbato National HS     | 1055         |
| Malabantias IS                | 370          |                            |              |
| Sapang Bato ES                | 210          |                            |              |
| Sitio Target Extension School | 155          |                            |              |