
	Department of Education Region III <b>DIVISION OF CITY SCHOOLS</b> Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-QF-OSDS-SDS-003  Revision: 00  Effectivity date: 10/31/2018
	<b>DIVISION MEMORANDUM</b>		Name of Office: <b>OSDS-SDS</b>

**DIVISION MEMORANDUM**  
 No. 22, S. 2019

January 14, 2019  
**RELEASED**

JAN 14 2019  
 By \_\_\_\_\_  
 DepEd Angeles City  
 Division of City Schools

**REITERATION OF DIVISION MEMO NO. 454, S. 2018 ENTITLED SUBMISSION PROPERTY, PLANT AND EQUIPMENT DATA**

To: Heads of Public Elementary, Secondary Schools & Senior High Schools

1. This is to reiterate strict compliance with Division Memo No. 454, S. 2018 requiring schools to submit data of their respective PPEs using the attached template, to be prepared by the School Property Custodian and noted by the School Principal.
2. Please submit accomplished template and issued Property Acknowledgement Receipts in soft copy to [depedangelescoa@yahoo.com](mailto:depedangelescoa@yahoo.com) and [divisionsupplyoffice@gmail.com](mailto:divisionsupplyoffice@gmail.com) on or before January 16, 2019.
3. See attached files for soft copy of template and list of schools with no reports submitted.
4. For your information and guidance.

**LEILANI SAMSON CUNANAN, CESO VI**  
 Schools Division Superintendent *LC*

*Amt/AOIV/Supplyt*