



Republic of the Philippines
Department of Education
Region III
Schools Division of Angeles City



March 14, 2022

DIVISION MEMORANDUM

No. 101, S. 2022

2022 ANNUAL INVENTORY OF SCHOOL PROPERTIES

To: Public Elementary, Secondary and Senior Highschool School Heads

1. This is to inform the field that the Annual Inventory of School Properties and Fixed assets shall be conducted in all public elementary schools, non-autonomous secondary schools & senior high schools on March 22-31, 2022 and April 1-8, 2022.
2. The Division Inventory Committee is composed of the following:

Chair: Armin M. Tayag
Co-Chair: Edgar L. Manabat
COA Representative

Members: Dennis Bautista
Aveneir V. Mendoza
Sherwin C. Aronce
1 Acctg Personnel
3. The school head, property custodian and teacher librarian are required to be in school during the committee's visit. Likewise, teachers should be reminded to open their classrooms during the inventory.
4. The attached Schedule must be followed STRICTLY.
5. Please prepare updated **IT Inventory, Office Equipment Inventory, Books/Instructional Mat'ls Inventory, Furniture & Fixtures Inventory, Building Inventory, Other Structures, Sports/Music Equipment Inventories, TLE and SME** in hard copy and send soft copies to the link indicated at the A.C. Custodian GC.
6. Wide dissemination of and strict compliance to this Memorandum is desired.

Irrelyn P. Tamayo
MA. IRELYN P. TAMAYO PhD, CESO V
Schools Division Superintendent *Irrelyn P. Tamayo*

amt/AOIV/OSDS

Control No: 085



Address: Jesus Street, Pulungbulu, Angeles City
Telephone No. (045) 322-4101



Schedule of Inventory

MARCH 22	NORTHVILLE15 IS	9:00 - 10:30 AM
	CUTUD ES	10:40 - 12:00 NN
	EPZA RESETTLEMENT ES	1:00 -2:30 PM
	BVRHS SHS	2:30 - 3:45 PM
	PULUNG CACUTUD ES	3:50 - 5:00 PM
MARCH 23	GRLIS	9:00 - 10:30 AM
	SAPA LIBUTAD ES	10:40 - 12:00 NN
	ENRICA SANDICO ES	1:00 - 2:00 PM
	JOSE P. DIZON ES	2:15 - 4:00 PM
MARCH 24	FGNMHS SHS	8:30 - 10:15 AM
	PINEDA GUTIERREZ ES	10:20 - 12:00 NN
	A.G. TINIO ES	1:00 - 2:00 PM
	MINING ES	2:10 - 3:15 PM
	DAMIS	3:30 - 4:30 PM
MARCH 25	BELEN HOMESITE ES	8:45 - 10:30 AM
	SALAPUNGAN ES	10: 40 - 12:00 NN
	SAN IGNACIO ES	12:30 - 1:30 PM
	AC Senior High School	1:30 - 2:40 PM
	MARISOL BLISS ES	2:45 - 4:00 PM
MARCH 29	PULUNGBULU ES	8:15 - 10:00 AM
	STO. DOMINGO IS	10:10 -12:00 NN
	LEONCIA VILLAGE ES	1:00 - 2:30 PM
	APUNG GUIDANG ES	2:45 - 4:30 PM
MARCH 30	CUTCUT ES	8:30 - 10:00 AM
	M. NEPO ES	10:15 - 12:00 NN
	DON PEPE HENSON ES	12:30 - 1:30 PM
	PAMPANG ES	1:40 - 3:00 PM
	ACNHS SHS	3:00 - 4:30 PM
MARCH 31	STO. ROSARIO ES	8:10 - 10:00 AM
	LNW ES	10:15 - 12:00 NN
	STA. TERESITA ES	1:00 - 2:30 PM
	RLLMHS SHS	2:45 - 4:15 PM
APRIL 1	CUAYAN ES	8:30 - 10:00 AM
	E.M. GANZON ES	10:15 - 12:00 NN
	AMSIC IS	1:00 - 2:45 PM
	MALABANIAS IS	3:00 - 4:30 PM
APRIL 5	TACONDO ES	8:45 - 10:15 AM
	SAPANG BATO ES	10:15 - 12:00 NN
	SAPANG BATO SHS	12:30 - 1:30 PM
	SAPANG BATO NHS	1:30 - 2:30 PM
	SITIO TARGET	2:45 - 4:00 PM
APRIL 6	AIR FORCE CITY ES	8:30 - 9:30 AM
	A.G. PABALAN ES	9:45 - 12:00 NN
	STA. MARIA ES	1:00 - 2:00 PM
	GUECO BALIBAGO ES	2:20 - 3:40 PM
	SITIO PADER ES	3:40 - 4:30 PM
APRIL 7	T.P. TINIO ES	8:30 - 10:15 AM
	VIRGEN DELOS REMEDIOS ES	10:30 - 12:00 NN
	CLEMENDES	12:15 - 1:30 PM
	C. N. DAYRIT MHS	1:30 - 2:30 PM
	AES	2:40 - 4:30 PM
APRIL 8	ACNTS SHS	8:30 - 10:00 AM
	ACSci SHS	10:10 -12:00 NN
	CM RECTO ICT	1:00 - 2:30 PM
		2:30- 4:00 PM