



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF ABRA
Bangued, Abra



Document Code: SDOABRA-QF-
OSDS-SDS-001

Revision: 00

Effectivity date: 01-14-2019

August 08, 2019

DIVISION MEMORANDUM

No. 251 s. 2019

SUBMISSION OF LIST OF SCHOOL PROPERTY CUSTODIANS

To: School Heads, both Elementary & Secondary/Integrated Schools
All Non-Teaching Supply Officers
School Property Custodians

1. As per Unnumbered Memorandum from Ms. MARITESS L. ABLAY, Chief, Asset Management Division, Department of Education, Meralco Avenue, Pasig City, it is requested that a complete List of School Property Custodians (teaching or non-teaching) be submitted to this Office as soon as possible or on or before August 15, 2019, for immediate submission to the Central Office.
2. Enclosed is a copy of the template to be accomplished. Please give the needed data for consolidation by this Office.
3. Your compliance is urgently needed.

AMADOR D. GARCIA, SR., Ph.D.

Acting Assistant Schools Division Superintendent
Officer-In-Charge, Office of the Schools Division Superintendent