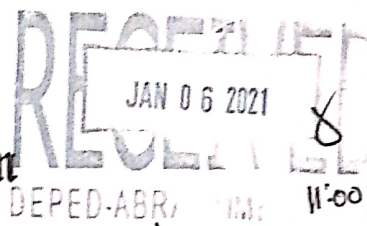




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OFFICE OF ABRA**



Office of the Schools Division Superintendent

January 4, 2021


DIVISION MEMORANDUM

No. 005 s. 2021

**ACCOMPLISHMENT AND CONSOLIDATION OF DIVISION PROPERTY PLANT AND EQUIPMENT INVENTORY FOR CY 2020**

TO: ELIZABETH PASCUA  
GENEFER BANEZ  
EZRA BERSALONA  
EDWIN BENEBESE

1. For the speedy consolidation of Division Property Plant and Equipment Inventory, this Office hereby requests your presence as a Team to assist the Administrative Officer IV/Supply Officer to be able to meet the timeline of submission to the Commission on Audit and Regional Office under Presidential Decree 1445 on or before January 31 and compliance on the presentation of OPCR, respectively from January 4 to January 8, 2021.
2. All properties of the Schools Division Office, Implementing Units, Integrated Schools, National High Schools and All Elementary Schools shall all be consolidated, ready for submission on Thursday, January 7, 2021.
3. Your presence and cooperation is earnestly requested for the exigency of the service.

  
GLORIA B. BUYA-AO  
Schools Division Superintendent



Address: Actividad-Economia St., Zone 2, Bangued, Abra  
Telephone No.: (074)614-6918  
Website: <http://www.depedabra.com>  
E-mail: [abra@deped.gov.ph](mailto:abra@deped.gov.ph)



ISO 9001:2015 Certified  
Quality Management System  
CRN 50500994 QM15