



May 17, 2022

Division Memorandum
No. 157 s. 2022

To : All Public Schools District Supervisor
All Public Elementary & Secondary Schools & Integrated School Heads
All District Property Custodians, Elementary Schools
Supply Officers, Implementing Units

**CONSOLIDATION OF UPDATED PROPERTY, PLANT & EQUIPMENT INVENTORY
AS OF MARCH 31, 2022**

1. In view of the non-submission of the required Property Plant and Equipment Inventory Year end reports by several schools as contained in the Division Memorandum No. 092, s. 2022, dated March 28, 2022, it is imperative that you submit your reports, preferably to come for an actual consolidation and updating as of March 31, 2022. This is to be conducted by District Property Custodians for Elementary; Supply Officers for the 5 Implementing Units; 11 Property Custodians for Integrated Schools and 2 ADAs serving as Inventory Team of Property and Supply in the previous years on May 19, 20 and 21, 2022 at the DepEd Conference Hall, 2nd Floor, Bangued, Abra.
2. This updating will support the preparation of the DEEP, vital and necessary data to be provided for in KRA 4 of the OPCRf.
3. Please bring with you your laptops, data or soft copy of your Updated PPEI.
4. Your attendance is a must for the accomplishment of your needed reports.


BENILDA M. VANTACA, EdD., CSSO V
Schools Division Superintendent

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