



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



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**DIVISION MEMORANDUM**  
No. DIS s. 2019

**ADDENDUM TO DIVISION MEMORANDUM NO. 435, S. 2019 ON THE PREPARATION OF PHYSICAL INVENTORY REPORTS, STOCK CARDS, RSMI AND OTHER RELEVANT INVENTORY REPORTS FOR CY 2019**

**To: EZRAH FRANCIS BOBBY P. BERSALONA**  
Supply Officer I, Pilar Rural School

**GENEFER E. BANEZ**  
ADAS II, Lacub, Central School

**SHERTON WILLIAM . BALMACEDA**  
ADAS III, Lacub Central School

**GEMMA PISCO**  
ADAS II, Malibcong Central School

**CECILLE FILARCA**  
ADAS III, Metodio ES

**GERALD BALNEG**  
ADAS III, Cristina B. Gonzales MHS

**ELIZABETH PASCUA**  
ADAS III, Lagayan Central School

1. In view of the voluminous work on updating of Property Inventory for CY 2019, this Office requests your assistance to augment the work force at the Property & Supply Unit for a more expeditious accomplishment of this said activity, in support to our OPCRf programs and such other relevant endeavor in the future.
2. You are all advised to report to the Office of the AOIV/Supply Officer for this purpose.
3. You are entitled to be on official time and be granted Compensative Overtime Credit on holidays and Saturdays and Sundays.
4. The respective School Heads of said employees shall be automatically informed by way of this Memorandum.

**GLORIA S. BUYA-AO**  
Schools Division Superintendent