



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

July 17, 2024

OFFICE MEMORANDUM
No. 009, s. 2024

RECONSTITUTION OF THE DIVISION INVENTORY AND DISPOSAL COMMITTEE FOR THE CONDUCT OF INVENTORY OF PROPERTY, PLANT AND EQUIPMENT (PPE), RECOMMEND MODE OF DISPOSAL AND CLEANSING OF PPE ACCOUNT BALANCES FOR THE DIVISION OFFICE

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
EPSs/PSDSs/PICs
Unit/Section Heads
All Others Concerned

1. Commission on Audit (COA) Circular No. 2020-006 dated January 31, 2020 mandates the cleansing of PPE accounts of government agencies to establish PPE balances that are verifiable as to existence, condition, and accountability.

2. Pursuant to Section 5 of aforesaid COA Circular, this Office hereby reconstitute the **Inventory and Disposal Committee** which shall conduct physical counting of PPE and other related activities in to complete the PPE one-time cleansing on **August 1 – November 8, 2024**. The following shall constitute the Committee:

Chairman: NOE M. HERMOSILLA, Chief, SGOD
Members: ALAINE C. LAORENO, Accountant I
MARIA GOLDIE D. ORAY, Administrative Assistant III
MARIA GLORIA F. LOGARTA, Administrative Officer II
ANDRE A. GALIAS, Administrative Aide VI
ATTY. VERGEL E. BUNA, in-Charge, General Services

Secretariat: QUEENIE ROSE M. RAPSING, Accounting Support Staff

COA Representative: Audit Team Leader or Authorized Representative

3. As such, the members of the committee shall *xxx be temporarily relieved of their regular duties to devote full time in the conduct of physical*

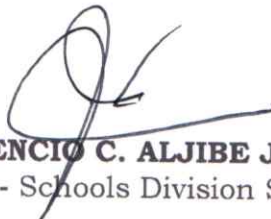


Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telefax: (055) 500 9801
Email: nsamardivision@deped.gov.ph
Division Official Website: <https://depednsamar.ph>



inventory until the same is completed xxx per Section 5.3 of the same guidelines.

4. Immediate dissemination of this Memorandum to all concerned is desired.



GAUDENCIO C. ALJIBE JR., PhD, CESO VI
OIC - Schools Division Superintendent

DepEd Northern Samar
RELEASED

By: AJ

Date: 7-29-21