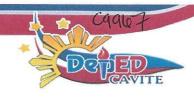


Republic of the Philippines

Department of Education Region IV-A (CALABARZON) **Division of Cavite**





July 27, 2017

DIVISION MEMORANDUM NO. 2 15 s., 2017

ISSUANCE OF PROPERTY AND EQUIPMENT STICKERS

TO: OIC, Assistant Schools Division Superintendent Chiefs, CID and SGOD Curriculum and Implementation Division Personnel School Governance and Operations Division Personnel SDO Unit Heads SDO Personnel

- 1. In view of our Division's bid for ISO 9001:2015 Certification, please be informed that the Property and Supply Section will conduct monitoring and inventory of property and equipment issued per unit.
- 2. Relative to this, the said section will provide and issue official stickers for all the property and equipment in this office.
- 3. Monitoring and inventory of property and equipment will start on July 28, 2017.
- 4. Immediate dissemination of this Memorandum is highly desired.

Schools Division Superintendent



