

Republic of the Philippines

Department of Education

Region IV-A (CALABARZON) **Division of Cavite** Trece Martires City, Cavite



NOTICE OF MEETING NO.0 1.7

TO:

Property and Supply Unit

Date:

January 15, 2019

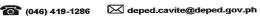
Please be informed that the Property and Supply Unit will be having a meeting on January 18, 2019 (Friday), 9:00 am onwards at the Office of the Property and Supply Unit, Division Office, Trece Martires City, Cavite.

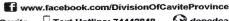
Agenda to this meeting are as follows:

- 1. 2018 Report (MOV's).
- 2. IPCRF new/ additional forms.
- 3. Inventory system
- 4. Status of Proccesses
- 5. Technical Assistance for District Property Custodian
- 6. Other issues and concerns.

Attendance to this meeting is highly expected.







chools Division Superintendent