

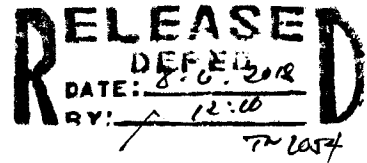


Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
Dagupan City



DIVISION MEMORANDUM

No. 278 s. 2018



TO: Assistant Schools Division Superintendent
Chiefs, CID/SGOD
Education Program Supervisors
Public Schools District Supervisors
Principals/School Heads Public Elementary/Secondary Schools
Supply Officers
District/School Property Custodians

FROM: Office of the Schools Division Superintendent

DATE: August 6, 2018

SUBJECT: FIVE-DAY INTER-REGIONAL POST DELIVERY AUDIT AND INVENTORY OF LRs

1. The Bureau of Learning Resources (BLR) will conduct a five-day Inter-Regional Post Delivery Audit and Inventory of LRs in selected elementary, secondary, and senior high schools on August 12-18, 2018.
2. The objectives of the activity are:
 - To account the LR to learner ratio;
 - To identify the problems in the deliveries and acceptance of Learning Resources;
 - To check the LR inventory report submitted by the concerned property custodians and/or supply officers;
 - To gather feedback on the utilization, disposal, safekeeping, recording, and maintenance of delivered LRs
3. Relative thereto, all district/school property custodians are requested to be ready with the accomplished inventory report of learning resources from 2013 to 2017 using the attached format (one (1) inventory report per school year). Please submit the accomplished inventory report to the division office for consolidation on or before August 9, 2018 in hard and soft copy c/o Renata G. Rovillos, EPS-LR (renata.rovillos@deped.gov.ph).
4. Immediate dissemination of this memorandum is desired.


DR. LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent



