



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 934, s. 2018

October 1, 2018

Orientation on Property and Supply Management System (including duties, responsibilities, and accountabilities) and Capacity Building

To: NORELIZA A. MISAL, CPA – Accountant III
STEPHEN R. PASCUAL – Information Technology Officer I
MARCELINO E. RANOLLO, JR. – Administrative Officer IV - Supply

1. In the exigency of the service, you are hereby directed to attend the Orientation on Property and Supply Management System (including duties, responsibilities, and accountabilities) and Capacity Building
2. This activity will be held on October 8-12, 2018 at Mambajao, Camiguin. Venue to be announced.
3. Transportation and expenses of the participants shall be charged to local funds.
4. Immediate dissemination of and compliance with this memorandum is desired.

WINNIE E. BATOON, Ed.D.
Officer in Charge
Office of the Schools Division Superintendent
For and in the absence of the
Schools Division Superintendent

[Signature]
JOLIE B. OLIVERA, Jr.
Chief ES-SGOF
OIC

Encls: List Enclosures
References: DepEd Order
To be indicated in the Perpetual Index under the following subjects:
Property and Supply Management System
Training

jake lloyd vencio: memorandum title
3 October 2018

DepEd Schools Division Office - Digos
RELEASED 12871
Date: 03 OCT 2018 Time: 9:21
By: *[Signature]*



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
REHIYON XI
Lungsod ng Dabaw

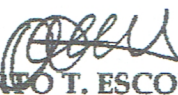


Address: F. Torres Street, Davao City

Telefax Nos.: (082) 291-1665; 221-6147; 224-0468; 225-0816

MEMORANDUM

TO : Schools Division Superintendents
Assistant Schools Division Superintendents
This Region

FROM : 
ATTY. ALBERTO T. ESCOBARTE, CESO III
Director IV

SUBJECT : **ORIENTATION ON PROPERTY & SUPPLY MANAGEMENT**
(including duties, responsibilities, and accountabilities) AND
CAPACITY BUILDING

DATE : September 28, 2018

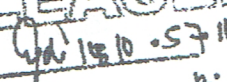
Attached is the Unnumbered Memorandum dated September 14, 2018, re: *Orientation on Property & Supply Management (including duties, responsibilities, and accountabilities) and Capacity Building*. The Schedule of *Cluster 4 - Regions IX, X, XI* is on October 8-12, 2018 at Cagayan de Oro City (venue TBA).

The participants for the Capacity Building activity are the Regional and Division IT Officers, Division Supply Officers and Accountants. Travel expenses relative to the attendance of the said activity shall be chargeable against local funds, subject to the usual accounting and auditing rules and regulations.

For confirmation of attendance and other concerns, kindly contact Ms. Margie A. Facunla at landline (02) 633-2363 or email facunlamargie@gmail.com, copy furnish to assetmanagement.deped11@gmail.com.

For immediate dissemination and compliance.

Incls.: As stated.
ROA23/AMS

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
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By: 
Date: 10/11/18 Time: 4:52 PM

SCHEDULE OF ACTIVITIES

ORIENTATION ON PROPERTY AND SUPPLY MANAGEMENT SYSTEM INCLUDING DUTIES AND RESPONSIBILITIES AND ACCOUNTABILITIES AND CAPACITY BUILDING

CLUSTER REGIONS	VENUE	DAY 1/TOPIC/RP	DAY 2/TOPIC/RP	DAY 3-5/TOPIC/RP
		• Orientation on Property and Supply Management System including Duties, Responsibilities and Accountabilities RESOURCE SPEAKER: Ms. Maritess L. Ablay Chief, Asset Management Division AMD Ms. Ma. L. Rhunna Catalan Chief, Accountant	• Cybersecurity - Data Security Awareness • Setting up Cert and Incident Handling RESOURCE SPEAKER: Department of Information and Communications Technology (DICT) Assistant Secretary Allan S. Cabanlong	• Procurement of ICT in the Government Service (RA 9184) • IT Disaster Recovery Plan (DRP) • Network Infrastructure Design-ICT Procurement Capacity Building Seminar Workshop RESOURCE SPEAKERS: University of Science and Technology Southern Philippines (USTIP) Engr. Alex Maureal, PECE Manager, Center for Tech. Solutions and Automation Atty. Dionei Albina Director, Innovation and Technology Solutions Engr. Dinish Ongcol, PECE, ACPE, ASEAN Engineer
Cluster 1 - CAR, Regions I, II and III on	La Union	October 1, 2018	October 2, 2018	October 3-5, 2018
Cluster 2 - NCR, Regions IV-A, IV-B and V on	Palawan	November 12, 2018	November 13, 2018	November 14-16, 2018
Cluster 3 - Regions VI, VII and VIII	Dumaguete	October 15, 2018	October 16, 2018	October 17-19, 2018
Cluster 4 - Regions IX, X, XI on	Cagayan De Oro City	October 8, 2018	October 9, 2018	October 10-12, 2018
Cluster 5 - Regions XII, CARAGA and ARMM	Butuan City	October 22, 2018	October 23, 2018	October 24-26, 2018