



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF BATANGAS**

January 23, 2025

**DIVISION MEMORANDUM**  
No. 048, s. 2025

**RECOMPOSITION OF THE DIVISION DISPOSAL COMMITTEE**

**TO:** Assistant Schools Division Superintendents  
Chief- Curriculum Implementation Division (CID)  
Chief- School Governance and Operations Division (SGOD)  
Division Disposal and Appraisal Committees  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
District and School Property Custodians  
All Others Concerned

1. In compliance with Joint Circular No. 2024-1 of the Commission on Audit (COA) and Department of Budget and Management (DBM) dated January 30, 2024, titled *Revised Manual on the Disposal of Government Properties*; and Division Memorandum No. 156, s. 2024 dated April 1, 2024, this Office informs that, Mr. Renz B. Rocafort, Administrative Assistant II of the Property and Supply Unit, will be stepping down as Secretariat of the Division Disposal Committee and will be succeeded by Ms. Rochelle A. Edria, Administrative Assistant III of the Property and Supply Unit, effective January 7, 2024.
2. Other details stipulated in DM No. 156, s. 2024 remain in effect.
3. Immediate dissemination and compliance to this Memorandum is desired.

  
**MARITES A. IBANEZ, CESO V**  
Schools Division Superintendent

CMB/RECOMPOSITION OF THE DIVISION DISPOSAL COMMITTEE/R2-140293/01/23/2025