



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

DepEd - Division of Batangas
 RECORDS SECTION
RECEIVED
 Doc No: R2-33503
 By: APR 29 2024 Time: 1:39

April 26, 2024

DIVISION MEMORANDUM
 No. 214 , s.2024

ADDENDUM/CORRIGENDUM TO DM 158, S. 2024: PHYSICAL INVENTORY PLAN (PIP) FOR THE CONDUCT OF PHYSICAL COUNT OF PROPERTY, PLANT AND EQUIPMENT (PPE), RECOGNITION OF PPE ITEMS FOUND AT STATION, AND DISPOSITION FOR NON-EXISTING/MISSING PPE ITEMS, FOR THE ONE-TIME CLEANSING OF PPE ACCOUNT BALANCES OF GOVERNMENT AGENCIES

TO: Assistant Schools Division Superintendents
 Chief- Curriculum Implementation Division (CID)
 Chief- School Governance and Operations Division (SGOD)
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 Sub-Office Property Custodians
 School Inventory Committee
 All Others Concerned

- Please be informed of the following changes relative to the conduct of the Physical Inventory Taking Activity (PITA) of SDO Offices/Units, Elementary, Non-Implementing Schools and Senior High Schools.

From	To	Venue
March-June 2024	June-August 2024	see attached schedule
July 29, 2024-August 2, 2024	July 29, 2024- August 9, 2024	Congressional District III
August 5-16, 2024	August 12-23, 2024	Congressional District IV

- The schedule is subject to change depending on the possible conflict with other activities. Any changes in the schedule will be communicated to the Public Schools District Supervisor.
- Members of the Physical Inventory Team may extend technical assistance and support to another team if necessary.
- This memorandum shall serve as Travel Order of the Physical Inventory Team.
- Travelling and other allowable expenses of the Physical Inventory Team shall be charge against Division MOOE funds subject to usual accounting and auditing rules and regulations.
- Other details stipulated in DM 158, s. 2024 remain in effect.

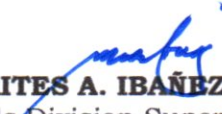


Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
 ☎(043)722-1840 / 722-1796 / 722-1437 / 722-2675 / 722-1662
 ✉deped.batangas@deped.gov.ph
 🌐www.depedbatangas.com



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

7. Immediate dissemination and compliance to this memorandum is earnestly desired.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent