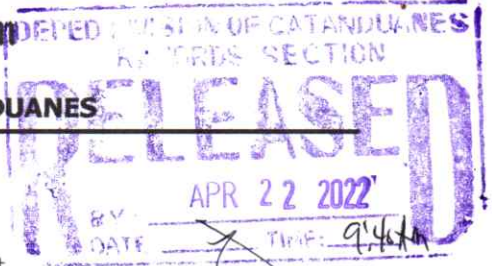




Republic of the Philippines  
**Department of Education**  
REGION V – BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**



MEMORANDUM:  
OSDS-REC-UM-4-19-22/MBL

TO : Asst. Schools Division Superintendent  
Chiefs Education Supervisors  
Section/Unit Heads

FROM :  **SUSAN S. COLLANO**  
Schools Division Superintendent

SUBJECT : **REITERATION ON THE SUBMISSION OF THE DEPARTMENT'S  
UPDATED NATIONAL INVENTORY OF RECORDS TO THE  
NATIONAL ARCHIVES OF THE PHILIPPINES (NAP)**

DATE : April 19, 2022

1. Per Unnumbered Regional Memorandum dated February 22, 2022, all Division Chiefs/Section/Unit Heads are advised to conduct an updated National Inventory of Records and accomplish the google sheet through the link <https://bit.ly/398eVWl> on or before April 28, 2022.
2. For information and immediate compliance.

