

Republic of the Philippines  
Department of Education  
Region V  
**DIVISION OF CATANDUANES**  
Virac

**RELEASED**  
DepEd-Division of Catanduanes  
**RECORDS SECTION**  
Date **DEC 10 2014**  
Time **4:10 PM**  
By **C**

December 10, 2014


**MEMORANDUM TO:**

Elementary Schools Principal  
Secondary Schools Principal  
District Property Custodian  
(Elementary/Secondary)

You are hereby advised to submit the **Annual Physical Count of Inventory**  
**re: Textbooks, Teacher Manuals/ Guides ICT Equipments** as of December 15, 2014.  
Deadline of submission: **December 17, 2014.**

For strict compliance.

By the authority of the SDS:

  
MARY JEAN S. ROMERO  
EPS-I (Science) OIC-AO V 