



Republic of the Philippines
Department of Education
Region VII – Central Visayas
Schools Division of CEBU PROVINCE

**Office of the Schools Division
Superintendent**

September 01, 2022

DIVISION MEMORANDUM
No. 257, s. 2022

**VALIDATION OF SCHOOL FURNITURE INVENTORY AND
CLASSROOM REPAIR INVENTORY**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. This Office announces the organized Team of Validators composed of the following personnel to conduct the Validation of School Furniture Inventory and Classroom Repair Inventory;
 - a. Cebu Provincial Government Representative
 - b. Board Member Representative
 - c. Local Government Unit Representative
 - d. School PTA Representative
 - e. DepED Public Schools Division Supervisors
2. Public Schools District Supervisors shall coordinate with their respective local government units and school PTA Representative together with the validation team in the procedure of collecting/validating data for compilation and reporting purposes.
3. All output reports on general inspection, data collection and data categories must be submitted to the Division Office and ensure to send soft copy through the email of **Engr. April Y. Custodio** at april.custodio@deped.gov.ph on 10 October 2022.
4. Travel and other incidental expenses of District Supervisors and School Heads shall be chargeable to School/Division MOOE.
5. Wide dissemination and compliance with this Memorandum is highly desired.


MARILYN S. ANDALES EdD, CESO V
Schools Division Superintendent



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District of _____

Date: _____

Validated by:				
Public Schools District Supervisor	Cebu Prov'l. Govt's. Representative	Board Member's Representative	School PTA Representative	LGU Representative

2022 INVENTORY OF SCHOOL FURNITURE

District of _____
Date: _____

 Public School's District Supervisor Cebu Prov.'s Government's Representative Board Member's Representative School's IFA Representative LGU Representative

Note: (Ifs event per set)

2-Seater Table & Chair Set = 1 Two-Seater Table & 2 Individual Chairs

2-Seater Bench Set = 1 two-Seater Bench with attached 2-Seater Chair

Person's Table & Chair Set = 1 Sealer table & 1 Chair

Promote Table & Chair Set = 1 Metal or Tub (extension of 2 stamped tools) & 6 side plastic chairs

Inference Lab Table & Stool Set = 1 Table & 8 stools

Workshop Table & Stool Set = 1 Table & 8 stools

Teeball's Table & Chair Set = 1 Table & 1 Chair

PLEASE ADVANCE WITH US: NO OTHER INCLUDE ALL FURNITURE OWNED OR LOCATED TO BE USED FOR THE EVENT.