



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY



March 6, 2024

DIVISION MEMORANDUM
 No. **150-2024**

ADDENDUM TO DIVISION MEMORANDUM No. 089-2024
RE: REORGANIZATION OF THE SCHOOLS DIVISION COMMITTEES

To: All Chief Education Supervisors
 Education Program Supervisors
 Section/Unit Heads
 Public Schools District Supervisors
 Public Schools Heads
 Others Concerned

1. This is to include the following in the **Inventory Committee**:

| COMMITTEE | COMPOSITION | FUNCTIONS |
|--|---|---|
| INVENTORY COMMITTEE: References: COA Circular No. 80-124 COA Circular No. 2020-006 | Supplies Chairperson: VIMA G. CADUNGOG Members: EZRA FIAO-AG LOIDA DURANTE SONNY PADAY-OS ROMULO L. BORJA | 1. Take charge of the physical inventory-taking 2. Prepare inventory reports properly reconciled with accounting and inventory records |

2. For information and guidance.

SORAYA T. FACULO PhD, CESO VI
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent

