



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY



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DIVISION MEMORANDUM
NO. 346 s. 2014

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DepEd-MALAYBALAY CITY DIVISION
RELEASED
Date: 11-14-14 Time: 8:26
[Signature]

TO: Public Schools District Supervisors
Elementary School Heads
Secondary School Heads (IU and Non-IU)
This Division

FROM: *[Signature]*
EDILBERTO L. OPLENARIA
OIC-Schools Division Superintendent

RE: Submission of Annual Procurement Plan for Common Use Supplies and
Equipment (APP-CSE) for FY 2015

DATE: November 11, 2014

1. In compliance with the spirit and intent of Administrative Order No. 17 issued by the Office of the President on July 28, 2011 and per Regional Memorandum dated November 7, 2014, all concerned are hereby directed to submit Annual Procurement Plan for Common Use Supplies and Equipment (APP-CSE) for FY 2015 to this Office, Attention: Division Supply Officer on or before **November 17, 2014** for transmission DepEd, Regional Office No. X., Bulua, Cagayan de Oro City on November 20, 2014.
2. All are advised to use only the latest format of APP-CSE that is downloadable at www.gppb.gov.ph.
3. For strict compliance.

ELO/sylm