



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

DM-2018-09-425  
DIVISION OF MALAYBALAY CITY

**RELEASED**

DATE: SEP 17 2018 TIME: 11:50  
BY: [Signature]

**DIVISION MEMORANDUM**  
NO. 425, s. 2018

TO: **Public Elementary and Secondary School Heads  
School Property Custodians**

FROM: **REBON FAMIL R. BAGUIO**  
Schools Division Superintendent

Date: **September 17, 2018**

Re: **NEW SCHEDULE OF THE INSPECTION FOR THE DISPOSAL AND  
APPRAISAL OF PROPERTIES AND OTHER ASSETS  
IN THE PUBLIC SCHOOLS**

In adherence to Executive Order No. 888, s. 1983 COA Circular No. 89-296 dated January 27, 1989 and DepED Order No. 14 s. 2012, this office hereby directs all School Heads and School Property Custodians to observe the revised **Schedule of Inspection for the Disposal and Appraisal of Properties and Other Assets in the Public Schools** (Enclosure 1).

Encl:  
As stated

Copy furnished:  
Records Unit  
Property and Supply  
AO

**TO BE POSTED IN THE DIVISION WEBSITE**

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**New Schedule of Inspection for the Disposal and Appraisal of Properties  
and Other Assets in the Public Schools**

**September 18, 2018 to September 28, 2018**

<b>DATE</b>	<b>SCHOOLS</b>
September 18, 2018 (Tuesday)	Natid-asan ES
	Casisang Central
	Airport Village ES
	BCT ES
	Casisang NHS
	Barangay 9 ES
September 19, 2018 (Wednesday)	Imbayao ES
	BNHS - Imbayao Annex
	Magsaysay ES
	Sta. Ana ES
September 20, 2018 (Thursday)	Kalasangay NHS
	Malaybalay City National HS
September 25, 2018 (Tuesday)	San Jose ES
	Candiisan ES
September 26, 2018 (Wednesday)	Taguilanao ES
	Kilap-agan ES
	Tintinaan ES
	Can-ayan IS – Elementary
September 27, 2018 (Thursday)	Can-ayan IS – Secondary
	Balangbang ES
	Calawag ES
September 28, 2018 (Friday)	Manalog ES
	Kibalabag ES
	Baganao ES

