



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

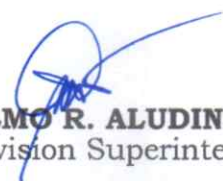
DIVISION MEMORANDUM
No. 666 , s. 2024

13 NOV 2024

**ADJUSTMENT OF THE SCHEDULE OF THE 2024
PHYSICAL COUNT OF PROPERTIES**

To: Assistant Schools Division Superintendent
Public Elementary and Secondary School Heads
Administrative Officers II
All Others Concerned

1. Considering the recent adverse weather conditions brought by Typhoon Merce and the resulting suspension of work across several schools, the 2024 Physical Count of Properties is hereby rescheduled to ensure the safety and preparedness of all involved personnel.
2. The updated schedule for the 2024 Physical Count of Properties will now take place **from November 12, 2024, to November 28, 2024**. Enclosed is the detailed schedule of school visits, outlining the specific dates and assigned personnel for each school.
3. The Reconciliation of Results will follow as previously scheduled on December 2-3, from 8:00 AM to 5:00 PM at the Schools Division Office (SDO).
4. In the event that personnel assigned to this activity render overtime services or are required to work during declared holidays to ensure the timely completion of the physical count, they shall be entitled to Compensatory Overtime Credits (COC) in accordance with existing Civil Service Commission (CSC) and Department of Education (DepEd) rules and regulations.
5. For immediate dissemination, information, and guidance.


ANSELMO R. ALUDINO
Schools Division Superintendent

Enclosure: As Stated
Reference: None
To be included in the Perpetual Index
Under the following subject:

ASSET MANAGEMENT
PHYSICAL INVENTORY

DRO/ 24021 Reschedule of the 2024 Physical Count of Properties



DepEd Batac City



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Enclosure 1. **Schedule of School Visits**

Date	School	Personnel Concerned
November 12, 2024	<ul style="list-style-type: none">P. Q. Pimentel ESMagnuang ESTabug ES	Division Inventory Committee Secretariat: JOJO H. BONOT MATSON JUN T. PINIERA AGNES A. BICERA
November 13, 2024	<ul style="list-style-type: none">Catalino Acosta Mem. ES, SpeD CenterQuiling Elementary School	Division Inventory Committee Secretariat: DIANE M. DE GUZMAN HAYDEE B. AGUIBITIN LAURINE KIER B. PANLUCENO
November 15, 2024	<ul style="list-style-type: none">Biningan ESSan Mateo ESCrispina Marcos Valdez National High School	Division Inventory Committee Secretariat: RICH SHEENA MAE M. PASCUA JAYVIE B. SUILEN MELPHA L. TABUNAN
November 18, 2024	<ul style="list-style-type: none">Nagbacalan ESDariwdiw ESBaay ES	Division Inventory Committee Secretariat: DEONABEL L. BAPTISTA DIANE M. DE GUZMAN JEAN MARIE M. VICENTE
November 19, 2024	<ul style="list-style-type: none">Camandingan ESRayuray Elementary SchoolCity of Batac National High School Rayuray	Division Inventory Committee Secretariat: RALPH JAYSON T. SONICO JOJO H. BONOT RICH SHEENA MAE M. PASCUA
November 20, 2024	<ul style="list-style-type: none">Naguirangan-Capacuan ESBenigno Macadaeg Mem. ESBaoa East ES	Division Inventory Committee Secretariat: CARMELO F. BAUTISTA JANINAH GRACE C. MOROTA



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Date	School	Personnel Concerned
		MATSON JUN T. PINERA
November 25, 2024	<ul style="list-style-type: none">Maipalig-Quiom ESPayao Elementary SchoolCity of Batac National High School Payao	Division Inventory Committee Secretariat: LAURINE KIER B. PANLUCENO DEONABEL L. BAPTISTA KRISTEL JHOY M. ARCEGA
November 26, 2024	<ul style="list-style-type: none">Colo-Mabaleng Elementary SchoolCumcumraas-Manggaddi-Pitpitac ESSumader ESParangopong ES	Division Inventory Committee Secretariat: JENNY MAY P. GUMTANG KRISTEL JHOY M. ARCEGA ROCELLE GRACE S. PITIQUEN
November 27, 2024	<ul style="list-style-type: none">Hilario Valdez Mem. Elem. SchoolBaoa ES	Division Inventory Committee Secretariat: JAYVIE B. SUILEN MELPHA L. TABUNAN AGNES A. BICERA HAYDEE B. AGUIBITIN
November 28, 2024	<ul style="list-style-type: none">Mariano Marcos Memorial ESFerdinand E. Marcos Senior High School	Division Inventory Committee Secretariat: RALPH JAYSON T. SONICO JANINAH GRACE C. MOROTA CARMELO F. BAUTISTA

NOTE: Additional secretariat may be required depending on the expected volume of properties to be counted.