



Republic of the Philippines
Department of Education
 REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM
 No. 709, s. 2024

28 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 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 schedule of the following cluster of schools shall be moved as follows:

Date		School
From	To	
November 15, 2024	December 3, 2024	<ul style="list-style-type: none"> • Biningan ES • San Mateo ES • Crispina Marcos Valdez National High School
November 19, 2024	December 4, 2024	<ul style="list-style-type: none"> • Camandingan ES • Rayuray Elementary School • City of Batac National High School Rayuray

3. 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.
4. For immediate dissemination, information, and guidance.


ANSELMO R. ALUDINO
 Schools Division Superintendent

Enclosure: None
 Reference: None
 To be included in the Perpetual Index
 Under the following subject:
 ASSET MANAGEMENT
 PHYSICAL INVENTORY

DRO/ 24027 Reschedule of the 2024 Physical Count of Properties



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