



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
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DIVISION MEMORANDUM

No. 199 s, 2019

To : **Asst. Schools Division Superintendents
Chiefs, CID & SGOD
District Supervisors / District-in-Charge
School Heads
And all other concerns**

From : **WILFREDA D. BONGALOS, Ph. D., CESO V**
Schools Division Superintendent
3/26/19

Subject : **SUBMISSION OF INVENTORY FOR ALL EXISTING SCHOOL FURNITURE**

Date : **MARCH 26, 2019**

1. This has reference to unnumbered Regional Memorandum dated March 22, 2019, Submission of Separate Inventory Report for ICT Equipment and all existing School Furniture.
2. In this regard, the school heads/ Teacher – In – Charge are requested to prepare and submit School Furniture Inventory Report using attached template. Deadline for submission is on April 22, 2019 (Monday).
3. Please submit the report to Education Facilities Section, Division of Negros Oriental. For more clarification or queries, please contact Engr. Philip C. Tubog at 09158271932.
4. Immediate dissemination of and strict compliance to this memorandum is directed.

27 MAR 2019

INVENTORY OF SCHOOL FURNITURE

Region :

Division :

Name of School :

Type of School : Implementing Unit Non - Implementing Unit

School Clarification : Elementary Secondary
 Junior HS Senior HS

ITEM / PACKAGE	QUANTITY	CONDITION
Armchair (All wood)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
Armchair (All bamboo)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
Armchair (Non-wood)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
Armchair (Bamboo&steel)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
Armchair (Wood&steel)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
2 Seater Table and Chair(All wood)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
2 Seater Table and Chair(Wood&Steel)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
Jeep type(All wood)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair

ITEM / PACKAGE	QUANTITY	CONDITION
Standard Kinder Table and chairs(1 set consist 1 Hexagon table&6 chairs)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
Science laboratory table and stools(1 set consist of 1 table and 6 stools)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
Workshop laboratory table and stools(1 set consist of 1 table and 6 stools)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair
Teachers' table & chair(1 set consist 1 table and 1 chair)		Operational and in good condition
		Operational but needs repair
		Not Working but repairable
		Beyond economic repair