



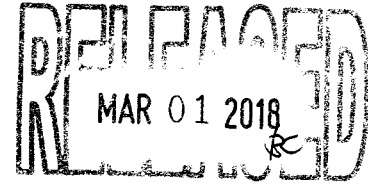
Republic of the Philippines  
 DEPARTMENT OF EDUCATION  
**CORDILLERA ADMINISTRATIVE REGION**

Wangal, La Trinidad, Benguet, 2601  
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**REGIONAL MEMORANDUM**

No. 077-2018 2018



DEPED-CAR Time: \_\_\_\_\_

**TO :** Schools Division Superintendent  
 Principals of Implementing Units  
 (Secondary Schools)  
 Others Concerned

**FROM :** MAY B. ECLAR, Ph.D., CESO V  
 Officer-In-Charge  
 Office of the Regional Director

**DATE :** February 27, 2018

**SUBJECT :** SUBMISSION OF PHYSICAL INVENTORY OF PLANT,  
 PROPERTY AND EQUIPMENT AS OF DECEMBER 31, 2017

1. Relative to the COA Audit Observation Memorandum 18-02 dated February 15, 2018, there is a variance or overstatement in the books of the Regional Office vis a vis its Report on the Physical Count of Property, Plant and Equipment (RPCPPE) as of December 31, 2017.

2. It is observed that several school buildings that were constructed and completed by the Regional Office in the previous years are still recorded in the books of the Regional Office. Office equipment, Furniture, Fixtures, ICT and Technical Scientific equipment procured by the Regional Office but were delivered door-to-door to recipient schools were not transferred to the concerned schools.

3. To reconcile the variance/overstatement, the Division Offices and the implementing units/financially independent secondary schools should submit their Report on the Physical Count of Property, Plant and Equipment or Physical Inventory as of December 31, 2017 on or before March 15, 2018.

4. For information and compliance.

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