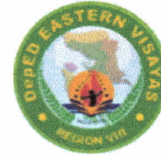




Republic of the Philippines
Department of Education
REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)
Government Center, Candahug, Palo, Leyte



February 21, 2017


REGIONAL MEMORANDUM

No. **092**, s. 2017

SUBMISSION OF INVENTORY OF INSURABLE PROPERTIES

To: Schools Division Superintendents

1. Attached are communications from the DepEd Central Office requesting all concerned to submit Inventory of Insurable Properties, including the insurance cost on or before February 22, 2017.
2. For information and compliance.


RAMIR B. UYTICO, Ed.D., CESO IV
OIC-Regional Director

Enclosures: None

References: Memorandum dated February 17, 2017; DepEd Advisory

To be indicated in the Perpetual Index under the following subjects:

INSURABLE PROPERTIES

INVENTORY OF PROPERTIES.



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ADVISORY

The Office of Undersecretary for Administration (OUA) is requesting for the **Inventory of their respective insurable properties, including the cost of insuring said properties.**

In view thereof, all Regional Offices are hereby expected to disseminate the enclosed Memorandum to all Schools Division Offices which is expected to disseminate the same to all public schools under their jurisdiction.

The deadline of submission to this office (OUA) is on or **before the 22nd of February, 2017.**


ALAIN DEL B. PASQUA

The official stamp of the Office of Undersecretary for Administration (OUA) of the Department of Education (DepED). The stamp is circular and contains the text "TANGGAPAN NG PANGALAWANG KALIHIM" around the perimeter, "DepED" in the center, and "OFFICE OF UNDERSECRETARY FOR ADMINISTRATION" at the bottom.



Republika ng Pilipinas
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1389

FEB 20 2017

MEMORANDUM

**FOR: CENTRAL OFFICE
 REGIONAL OFFICES
 SCHOOL DIVISION OFFICES
 ALL PUBLIC SCHOOLS**

FROM: ALAIN DEL B. PASCUA
 Undersecretary for Administration

**RE: Collection of Inventory and Cost of Insurance for
 DepEd Properties**

DATE: 17 FEBRUARY 2017

As per the Commission on Audit (COA) recommendation, the Department of Education (DepEd) is asked to provide for the insurance of all insurable properties pursuant to the provision of Republic Act No. 656 or the "Property Insurance Law" to protect the interest of the government and to be indemnified for any damage or loss that may arise.

In line with this, the Office of the Undersecretary for Administration (OUA) is requesting all concerned Offices to **produce an inventory of their respective insurable properties, including the cost of insuring said properties on or before the 22nd of February, 2017** in preparation for inclusion in the 2018 budget.

For strict compliance.

Office of the Undersecretary for Administration

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