



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

June 22, 2023

SCHOOLS DIVISION MEMORANDUM

No. 248, s. 2023

**SUBMISSION OF SCHOOL LIQUIDATION REPORTS AND REQUEST
FOR PROCUREMENT**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary Schoolheads
All Others Concerned

1. In line with the department's commitment to properly safeguard the financial resources of the schools division office and the schools, all accountable officers concerned are hereby instructed to submit school liquidation reports and request for procurement (Agency Procurement Request) to the Office of the Schools Division Superintendent for review and approval.
2. Immediate and wide dissemination of this Memorandum is earnestly desired.


JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent


JUN 22 2023

*JVM/submission of school liquidation reports and request for procurement
002/June 22, 2023*



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