



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

June 15, 2026

OFFICE MEMORANDUM

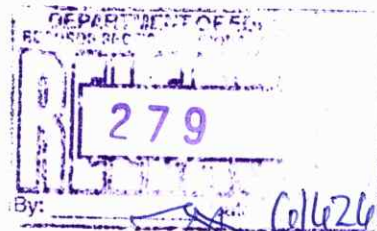
AD-AMS-2026- 279

MID-YEAR CONFERENCE MEETING OF REGIONAL PROPERTY CUSTODIANS

To: Director III
Functional Division Chiefs
Regional Property Custodians
All Others Concerned

1. This is to inform all concerned that the **Mid-Year Conference Meeting of Regional Property Custodians** will be conducted on June 18, 2026, at 9:00 a.m. at the Asset Management Section (AMS) Office. The conference aims to assess the status of property and inventory management activities, discuss emerging concerns, and strengthen coordination among Regional Property Custodians.
2. The agenda of the conference shall include the following:
 - a. Mid-Year Inventory of Semi-Expendable Property and Office Equipment;
 - b. Updates and Status of the Semi-Expendable Property Inventory of each Division;
 - c. Reconciliation of inventory records and related asset management concerns; and
 - d. Other matters.
3. Expenses for two (2) snacks, one (1) lunch, venue rental, and other incidental expenses necessary for the conduct of the conference shall be charged against available Administrative Division (AD) funds, subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum are desired.

[Signature]
SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director



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