



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
DIVISION OF BOHOL

**Office of the Schools Division
Superintendent**

May 15, 2023

**Inter-Office Memorandum
2023-012**

Submission of Updated Inventory of School Buildings

**TO: ENGR. DOMINGO J. LAMOSTE JR.
Physical Facilities Unit Head**

1. The Commission on Audit issued AOM 2022-013, dated March 25, 2023 on One Time Cleansing pursuant to COA Circular No. 2020-006, dated January 31, 2020 with subject, Guidelines and Procedures in the Conduct of Physical Count of Property, Plant and Equipment (PPE), Recognition of PPE Items Found at Station, and Disposition of Non-existing/Missing PPE Items for the One Time Cleansing of PPE Balances of PPE Account Balances of Government Agencies, and prior to the conduct of the Physical Count of PPE in our division, it is required to supply the Report of Physical Count of Property Plant and Equipment (RPCPPE) as of June 30, 2023.
2. In line with the above-mentioned AOM you are directed to submit the Inventory of all School Buildings and all Other Structures in our division to the Office of the Chief SGOD not later than May 31, 2023, using the prescribed template attached hereto.
3. For your information, guidance and strict compliance of the above-mentioned report is directed.


EVANGEL M. LUMINARIAS, PhD., CESO V
Schools Division Superintendent



Lino Chatto Drive Barangay Cogon, Tagbilaran City, Bohol
412-4938; (038) 411-2544 (038) 501-7550
501-7550 email add: deped.bohol@deped.gov.ph



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INVENTORY OF SCHOOL BUILDINGS

As at _____

District	School	School ID	DESCRIPTION				Year Completed	Unit	Quantity	Unit Price	Fund Source	Assess Value	Condition	Remarks
			Building Type	Number of Storey	Number of Classroom	Size								

Prepared by: