



Republic of the Philippines
Department of Education
 REGION I



Office of the Regional Director

REGIONAL MEMORANDUM
 No. 535, s. 2022

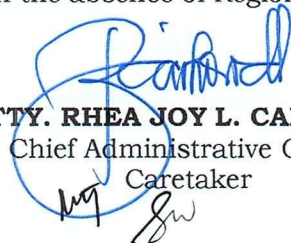
MAY 20 2022

INVENTORY OF LAPTOPS ISSUED TO FINANCE OFFICERS

To: Schools Division Superintendents

1. Attached is the DepEd Memorandum No. OUF-2022-0248, issued by the Office of the Undersecretary – Central Office requesting for assistance in obtaining inventory of laptops issued to Finance Officers.
2. Finance Officers refers to employees assigned to the Finance Division/Unit in the schools, Division Offices, and Regional Offices regardless of position and employment status.
3. In compliance with above, please submit the required consolidated regional information on or before May 27, 2022, by filling out the google link (<https://bit.ly/DepEdROLaptop>)
4. Immediate dissemination and compliance to this memorandum is desired.

For in the absence of Regional Director:


ATTY. RHEA JOY L. CARBONELL
 Chief Administrative Officer
 Caretaker

Encls: Memorandum OUF-2022-0248
 Reference: Memorandum OUF-2022-0248
 To be indicated in the Perpetual Index
 under the following subjects:

Finance Division Inventory Laptops

AD-AMS/mvzt/rrnb/RegionalMemorandum-NEAPSIM
 May 20, 2022



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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM
OUF-2022-0248

TO : ALL REGIONAL DIRECTORS

ATTENTION : REGIONAL OFFICE - SUPPLY OFFICERS

FROM :  ANNALYN M. SEVILLA
Undersecretary for Finance

 RAMON NIEL G. ABCEDE
Assistant Secretary for Finance



SUBJECT : INVENTORY OF LAPTOPS ISSUED TO FINANCE OFFICERS

DATE : May 13, 2022

This is to request assistance from our Regional Supply Officers in obtaining the inventory of laptops issued to Finance Officers* in the field. This information is necessary for determining the required support and funding to the field to fast-track the Department's automation initiatives and upgrade our financial management information systems.

Please submit the required consolidated regional information on or before May 27, 2022, by filling out the google link below:

<https://bit.ly/DepEdROLaptop>

Thank you.

**For filling out this report, Finance Officers refer to employees assigned to the Finance Division or Unit in the schools, Division Offices, and Regional Offices regardless of position and employment status.*



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