



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ
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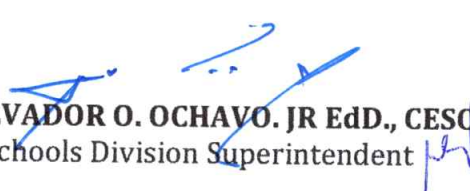
DIVISION ADVISORY NO. 052, s. 2020
February 10, 2020

**TO: Public Schools Division Supervisor / Officer In-charge of the District
Elementary, Secondary & Integrated School Heads**

As agreed during our 1st Quarter MANCOM last January 16 & 17, 2020, procurement of sports equipment should be included in the preparation of your Annual Implementation Plan (AIP) Year 2.

In this connection, in the preparation of your **Request for Cash Advance (RCA)** for the 1st Quarter of 2020 onwards, please include the procurement of sports equipment under **Other Supplies & Materials Expenses** item.

For your information, guidance and compliance.


SALVADOR O. OCHAVO, JR EdD., CESO V
Schools Division Superintendent