



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OFFICE - CAPIZ**

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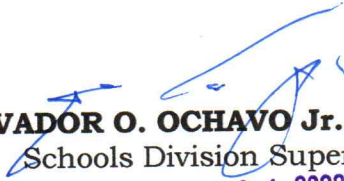
**DIVISION ADVISORY No. 170**, s.2022  
April 21, 2022

**TO : All Public Schools District Supervisors  
All Secondary School Principals/Heads  
District / Integrated School Property Custodians  
Secondary Schools Property Custodians  
District / Integrated / Secondary Schools Planning Officers**

In connection with Division Memorandum 102, s., 2022 entitled **“Conduct Workshop on Validation of National School Building Inventory for SY 2021-2022”** participants to the said workshop are advised to bring the following working papers as basis for validation/ reconciliation of asset management records.

1. Printed copy of latest Inventory Report (SY 2021-2022) prepared by the Schools/District Property Custodians and signed by the School Principal / District Supervisor as the case may be.
2. Application for “condemnation” / waste materials and unserviceable properties (if any).
3. COA approved “condemnation” of waste materials / unserviceable properties (if any).

Be guided accordingly.

  
**SALVADOR O. OCHAVO Jr., Ed.D., CESO V**  
Schools Division Superintendent  
APR 21 2022



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