



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF PANABO CITY

DTS  
  
0925103542

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

OSDS-2025-0155

To : Assistant Schools Division Superintendent  
Chief Education Supervisor – CID  
Chief Education Supervisor – SGOD  
All concerned

Subject: **RECOMPOSITION OF DIVISION INVENTORY TEAM**

Date : September 24, 2025

A yearly physical inventory of property, plant and equipment is conducted to monitor the existence as well as the condition of the property. Hence, Division Inventory Team is hereby recomposed as follows.

Chairman - **RAUL E. GACUS**  
Administrative Officer V

Members - **MARY JOY C. SAGOT** **ENGR. ERIC S. VALENCIA**  
Accountant III Division Engineer

**MAYA FLAMINDA G. JUANICH** **MARIA ODESSA D. DAHUYA**  
Administrative Officer IV Administrative Officer II

**RONEL B. VILLANUEVA** **ALVIN GACUS**  
Project Development Officer I Division Staff- Driver

For your information and compliance

For and in the absence of Schools Division Superintendent

**JANWARIO E. YAMOTA**  
CID-CHIEF  
Officer-In-Charge

**RELEASED**

**SEP 25 2025**

RECORDS SECTION, SDO PANABO CITY  
BY

osds/mfgj



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