



Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

October 5, 2023

DIVISION MEMORANDUM

No. 140 s. 2023

**TO: PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
 ALL OTHERS CONCERNED**

FROM: VILMA D. EDA, CESO V
 Schools Division Superintendent

SCHOOLS DIVISION OFFICE
 DEPED VIGAN CITY

06 OCT 2023

RELEASED

SUBJECT: CONSTRUCTION OF TABLET CHARGING CART BY:

The Schools Division Office under the Learning Resources Management and Development System Unit distributed tablets to all schools last December 2021, April 2022 and July 2023.

Reference to the 2010 Educational Facilities Manual provides that all educational facilities procured/purchased by the Department or donated by LGUs/NGOs and private individuals shall be considered property of the recipient school. School Heads/Principals are responsible to the Schools Division/City Schools Superintendent for the educational facilities issued to them.

Anent to this, there is a need to construct a tablet charging cart for all your tablets for storage, safe-keeping and systematic charging purposes.

For your information, guidance, and strict compliance.



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
 Telephone No: (077) 722-20-23 / (077) 632-05-33
 Email Address: vigan.city@deped.gov.ph
 Website: www.depedvigancity.com



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