



Republic of the Philippines  
**Department of Education**  
REGION III - CENTRAL LUZON  
SCHOOLS DIVISION OFFICE OF NUEVA ECIIJA

DEP-ED SDO N.E.  
**RELEASED**  
MAY 25 2023

RECORDS SECTION

24 May 2023

DIVISION MEMORANDUM  
No. 154 s. 2023

**TRAINING ON ASSET MANAGEMENT FOR NON-TEACHING PERSONNEL**

To: Assistant Schools Division Superintendents  
Public Schools District Supervisors  
School Heads  
All Others Concerned

1. The Schools Division Office- Asset Management Unit will conduct a training program on asset management for designated School Property Custodian on June 2-3, 2023 8:30am at PAGCOR Conference Hall, DepEd SDO of Nueva Ecija. This is to administer proper discussion with regard to asset management matters.
2. The activity aims to discuss the following:
  - a. The three phases on Asset Management
  - b. Guidelines and new forms on semi-expendable properties based on COA Circular 2022-004
  - c. Orientation and immersion program on the operation of School Inventory System V.2
  - d. Other asset management matters
3. Participants to this activity are the designated School Property Custodian of non-fiscal and fiscally autonomous high schools of the division in the attached enclosure.
4. This memorandum serves as the official travel authority of participants.
5. Travel expenses relative to this training shall be charged against school MOOE or local school fund, subject to the usual accounting rules and regulations.
6. Immediate dissemination and strict compliance with this Memorandum is desired.

**Engr. EDGARD C. DOMINGO, Ph.D., CESO V**  
Schools Division Superintendent

Encl.: As stated  
References: None  
To be indicated in the Perpetual Index  
Under the following subject:  
TRAINING  
NON-TEACHING PERSONNEL  
ASSET MANAGEMENT

Asset Management Training: Capacity Building of District Administrative Officers  
1-3-3/AVT 05-24-2023



**Address:** Brgy. Rizal, Santa Rosa, Nueva Ecija 3101  
**Telephone No.:** (044) 940 3121  
**Email:** nueva.ecija@deped.gov.ph  
**Facebook Page:** DepEd SDO Nueva Ecija  
**Webpage:** <https://deped-ne.net/.ph>



**List of Participating Schools**

<b>District</b>	<b>School Name</b>	<b>Classification</b>
1 Aliaga	Aliaga National High School - Annex	Non-Fiscal
2 Llanera	Andres Bonifacio National High School	Non-Fiscal
3 Gabaldon	Bagting National High School	Non-Fiscal
4 Cuyapo East	Baloy National High School (Paitan Sur High School - Baloy Annex)	Non-Fiscal
5 Palayan	Barangay Militar National High School	Non-Fiscal
6 Guimba West	Bartolome R. Sangalang National High School Annex - Macatcatuit	Non-Fiscal
7 Zaragoza	Batitang National High School	Non-Fiscal
8 Cuyapo West	Bued-Luna High School	Non-Fiscal
9 Talavera North	Bulac High School	Non-Fiscal
10 Carranglan	Burgos National High School	Non-Fiscal
11 Cabiao	Cabiao National High School Annex - Sta Isabel	Non-Fiscal
12 Pantabangan	Cambitala National High School	Non-Fiscal
13 Carranglan	Carranglan National High School - Capintalan Annex	Non-Fiscal
14 Pantabangan	Conversion Integrated School	Non-Fiscal
15 Cuyapo West	Cuyapo National High School - Annex	Non-Fiscal
16 Lupao	Doña Juana Chioco National High School Annex - Agupalo Weste	Non-Fiscal
17 Zaragoza	Emilia Belmonte Acosta National High School	Non-Fiscal
18 Gabaldon	F. Buencamino, Sr. Integrated School	Non-Fiscal
19 Gabaldon	Gabaldon Vocational Agricultural High School - Annex	Non-Fiscal
20 Pantabangan	Ganduz High School	Non-Fiscal
21 Gen. Tinio	General Tinio National High School	Non-Fiscal
22 Cabiao	Gregorio T. Crespo Memorial High School	Non-Fiscal
23 Jaen	Jaen National High School - Marawa Annex	Non-Fiscal
24 Jaen	Jaen National High School Annex - San Pablo	Non-Fiscal
25 Jaen	Lambakin High School	Non-Fiscal
26 Sta. Rosa	Malacañang National High School	Non-Fiscal
27 Palayan	Maligaya National High School Annex - Doña Josefa	Non-Fiscal
28 San Leonardo	Mambangnan National High School	Non-Fiscal
29 General Natividad	Mataas Na Kahoy National High School	Non-Fiscal
30 Guimba East	Nagpandayan High School Annex	Non-Fiscal
31 Guimba East	Nagpandayan National High School	Non-Fiscal
32 Nampicuan	Nampicuan National High School	Non-Fiscal
33 Gen. Tinio	Pagtalunan High School	Non-Fiscal
34 Cuyapo East	Paitan Sur National High School	Non-Fiscal
35 Gen. Tinio	Palale High School	Non-Fiscal
36 San Isidro	Pulo National High School	Non-Fiscal
37 Nampicuan	Recuerdo National High School	Non-Fiscal
38 Aliaga	Restituto B. Peria High School Annex - San Carlos	Non-Fiscal
39 Cuyapo West	Salagusog National High School	Non-Fiscal

40	Guimba East	San Andres High School	Non-Fiscal
41	Guimba West	San Andres High School - Annex	Non-Fiscal
42	Lupao	San Isidro National High School	Non-Fiscal
43	San Leonardo	San Leonardo National High School	Non-Fiscal
44	Bongabon	Santor National High School	Non-Fiscal
45	Cuyapo West	Simimbaan High School	Non-Fiscal
46	Cabiao	St. Joseph National High School	Non-Fiscal
47	San Antonio	Sta. Barbara National High School	Non-Fiscal
48	San Antonio	Sta. Barbara National High School Annex - Panabingan	Non-Fiscal
49	Licab	Sta. Maria National High School	Non-Fiscal
50	Sto. Domingo	Sto. Rosario National High School, Sto. Domingo	Non-Fiscal
51	Talavera North	Tabacao High School	Non-Fiscal
52	San Leonardo	Tagumpay Nagaño High School	Non-Fiscal
53	General Natividad	Talabutab National High School - E. L. Joson Annex	Non-Fiscal
54	Talugtug	Talugtug National High School Annex - Saverona	Non-Fiscal
55	Bongabon	Vega National High School	Non-Fiscal
56	Rizal	Agbannawag National High School	Fiscal
57	Aliaga	Aliaga National High School	Fiscal
58	Guimba East	Bartolome Sangalang National High School	Fiscal
59	Rizal	Bicos National High School	Fiscal
60	Bongabon	Bongabon National High School	Fiscal
61	Cabiao	Cabiao National High School	Fiscal
62	Rizal	Cabucbucan National High School	Fiscal
63	San Isidro	Calaba National High School	Fiscal
64	Rizal	Canaan East National High School	Fiscal
65	Zaragoza	Carmen National High School	Fiscal
66	Carranglan	Carranglan National High School	Fiscal
67	Cuyapo West	Cuyapo National High School	Fiscal
68	Carranglan	Digdig National High School	Fiscal
69	Lupao	Dona Juana Chioco National High School	Fiscal
70	Cuyapo East	Dr Ramon De Santos National High School	Fiscal
71	San Antonio	Dr. Jose Lapuz Salonga High School	Fiscal
72	Quezon	Eduardo L. Joson Memorial High School	Fiscal
73	Licab	Exequiel R. Lina National High School	Fiscal
74	Gabalton	Gabalton Vocational Agriculture High School	Fiscal
75	Guimba West	Galvan High School	Fiscal
76	Gen Natividad	Gen Mamerto Natividad National High School	Fiscal
77	Llanera	General Luna National High School	Fiscal
78	Gen Tinio	General Tinio National High School	Fiscal
79	Laur	Hilario E Hermosa MHS	Fiscal
80	Laur	Jorge M Padilla National High School	Fiscal
81	Sto. Domingo	Julia Ortiz Ruiz National High School	Fiscal

82	Gen Tinio	Lino Bernardo High School	Fiscal
83	Bongabon	Macabacalay National High School	Fiscal
84	San Leonardo	Magpapalayok National High School	Fiscal
85	Palayan	Maligaya National High School	Fiscal
86	San Leonardo	Mallorca National High School	Fiscal
87	Cabanatuan	Nueva Ecija National High School	Fiscal
88	Palayan	Palayan City National High School	Fiscal
89	Pantabangan	Pantabangan National High School	Fiscal
90	Penaranda	Penaranda National High School	Fiscal
91	Jaen North	Putlod-San Jose National High School	Fiscal
92	Jaen South	Jaen National High School	Fiscal
93	Aliaga	Restituto B Peria National High School	Fiscal
94	Laur	Ricardo Dizon Canlas Agriculture School	Fiscal
95	Gen Tinio	Rio Chico National High School	Fiscal
96	Rizal	Rizal National High School	Fiscal
97	San Leonardo	San Anton National High School	Fiscal
98	San Antonio	San Francisco National High School	Fiscal
99	San Antonio	San Mariano National High School	Fiscal
100	Talavera South	San Ricardo National High School	Fiscal
101	Talavera South	Sibul National High School	Fiscal
102	Cabiao	Sta Rita National High School	Fiscal
103	Santa Rosa	Sta Rosa National High School	Fiscal
104	Sto. Domingo	Sto Domingo National Trade School	Fiscal
105	Santa Rosa	Sto Rosario National High School - Sta. Rosa, N. Ecija	Fiscal
106	Gen Natividad	Talabutab Norte National High School	Fiscal
107	Talavera North	Talavera National High School	Fiscal
108	Talugtug	Talugtug National High School	Fiscal
109	San Isidro	Teodoro A Dionisio National High School	Fiscal
110	Guimba East	Triala National High School	Fiscal
111	Llanera	Vaca Valley National High School	Fiscal
112	Aliaga	Vicente R Bumanlag High School	Fiscal
113	Zaragoza	Zaragoza National High School	Fiscal