



Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY

DepEd, Division of Zamboanga Sibugay	
RECORD SECTION	
NO. <u>293887</u>	TIME: <u>11:24 AM</u>
BY: <u>f</u>	DATE: <u>NOV 5 2025</u>
RELEASED	

November 04, 2025

OFFICE MEMORANDUM

No.082, s. 2025

**SUBJECT: DESIGNATION AS ENERGY EFFICIENCY AND CONSERVATION
OFFICER AND ENERGY CONSERVATION FOCAL PERSON**

TO: Engr. ABDUL YASSER A. ALAM
Administrative Officer II

REX A. VENTURA
Administrative Officer

Pursuant to Republic Act No. 11285, on the Energy Efficiency and Conservation Act, you are hereby designated as the Energy Efficiency Focal Person and Energy Efficiency and Conservation Officer, respectively, for the Department of Education Schools Division of Zamboanga Sibugay.

As such, you are requested to prepare and submit the Monthly Electricity and Fuel Consumption Reports. Attached is the template to be used for this purpose.

For information and guidance.

VIRGILIO P. BATAN, JR., CESO V
Schools Division Superintendent

ZS-OM-OSDS-ADMIN-2025
GRJ20251104



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ENCLOSURE MONTHLY ELECTRIC AND FUEL CONSUMPTION REPORT

I. Electric Consumption

Date Covered	Electric Account No.	Office/Building	KWH Used	Amount (P)	Remarks
January 1-31, 2025	16-2802-0162	Division Office Main	1,230 kWh	18,450.75	Normal Consumption
January 1-31, 2025	00000000	Teacher Center			

Total Electric Consumption:
Total Amount: P

II. Fuel Consumption

Date	Strada	Hi-Ace	GenSet- DO	GenSet - Teacher Center	No. of Liters
January 1-31, 2025					

Total Fuel Consumption:
Total Amount: P

Prepared by:
(Signature over Printed Name)
[Name of Personnel]

Checked by:
(Signature over Printed Name)
[Name of Section Head]

Noted by:
(Signature over Printed Name)
[Name of Division Chief/Head]



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