



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

DepEd, Division of Zamboanga Sibugay			
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Office of the Schools Division
 Superintendent

March 3, 2026

DIVISION MEMORANDUM

No. 142, s. 2026

**VIRTUAL CONFERENCE ON AUDIT OBSERVATION MEMORANDUM
 (AOM) NO. 2025-12 (2024) AND EXPEDITING COMPLIANCE OF DCP
 REQUIREMENTS AND DOCUMENTATION**

To: Assistant Schools Division Superintendent
 Education Program Supervisors
 Public Schools District Supervisors/District In-Charge
 School Heads
 Property Custodian
 School ICT Coordinator
 All Others Concerned
 This Division

1. In response to the Audit Observation Memorandum (AOM) No. 2025-12 (2024), which noted that **nine out of nine (100%) inspected recipient schools failed to complete counterpart requirements and documentation**, a **mandatory virtual conference** is hereby called for the immediate resolution of these audit findings on **March 11, 2026, at 9:00 AM**. The link to access the virtual meeting shall be disseminated in due course.

2. The attendance is mandatory for the **School Head/Principal, Property Custodian, and ICT Coordinator** from the following recipient schools:

- a. Simbol National High School (NHS)
- b. Minsulao National High School (NHS)
- c. Laparay National High School (NHS)
- d. Lutiman National High School (NHS)
- e. Tambanan National High School (NHS)
- f. Kawayan National High School (NHS)
- g. Bulawan National High School (NHS)
- h. Villacastor National High School (NHS)
- i. Ditay National High School (NHS)

3. Attendees must prepare reports detailing immediate actions taken regarding the following confirmed observations:



Pangi, Ipil, Zamboanga Sibugay, 7001
 0968-520-9123
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 DepEd Tayo Zamboanga Sibugay Division

Doc. Ref. Code	SDO-OSDS-F001	Rev	00
Effectivity	February 18, 2026	Page	1 of 2



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- a. **Documentation Deficiencies:** Status on the completion and signing of the Inspection and Acceptance Report (IAR), Delivery Receipt (DR), Inventory Transfer Report (ITR), and Certificate of Completion (COC), which were observed to be unsigned upon delivery.
- b. **Asset Reporting and ICS:** Confirmation of submission and update of all DCP assets in the **DZSAMS/DZSIIS DCP Module** and the date of issuance of the generated **Inventory Custodian Slip (ICS)** to end-users.
- c. **Non-Compliance of Counterpart Requirements:** Detailed plan and timeline for addressing the lack of spacious designated E-Classroom/Computer Laboratory/Secured Facility, insufficient furniture, absence of proper electrical wiring with circuit breaker and grounding, and lack of standard electrical outlets with appropriate load capacity.
- d. **Misutilization of Assets:** Proof of retrieval and reversal of the observation that **39 laptops were being used by School Heads, Teachers, and Non-Teaching personnel**, ensuring strict compliance with DepEd Memorandum ICTs-OD-MM 2024-0315 that requires 45 laptops for learners.
- e. **Smart TV Restoration:** Proof that Laparay NHS and Lutiman NHS have **returned and restored the misplaced two Smart TVs** from Batch 2024-04 DCP package 1 to their designated E-Classrooms.

4. Failure to attend this mandatory conference will be subject to appropriate administrative action.
5. For immediate and wide dissemination of this memorandum is enjoined.

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

For the Schools Division Superintendent


ROSMINDO L. ANCHETA, JR.
 Education Program Supervisor – SGOD
 In – Charge of Office

Enc. None
 Reference: Memorandum from the
 Office of the Secretary
 To be indicated in the Perpetual Index

under the following subjects:
 Virtual Conference on AOM No. 2025-12 (2024)

ZS-DM-OSDS-ICT-2026-03-006
 JDC/2026-03-03



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