



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

**Office of the Schools Division Superintendent**

March 17, 2025

**DIVISION MEMORANDUM**

No. 0073 s. 2025

**REGULAR MONITORING AND REPORTING OF SEMI-EXPANDABLE PROPERTIES**

To: Janette G. Veloso, CESO VI, Assistant Schools Division Superintendent  
Eduard C. Amoguis, EdD, Chief Education Program Supervisor- CID  
Education Program Supervisors  
Public Schools District Supervisors  
All Public Elementary, Secondary, and Integrated School Heads  
All Others Concerned

1. In reference to the Commission on Audit (COA) Audit Observation Memorandum (AOM) No. 2025-007 dated March 5, 2025, this Office hereby directs all program owners to conduct **Regular Monitoring and Reporting of Semi-Expandable Properties** procured from the downloaded funds to all recipient schools. This aims to ensure the effective utilization, proper maintenance, and strict accountability of these properties.
2. All monitoring activities shall include the verification of the physical condition, location, and proper documentation of these properties. Program owners are also required to secure the necessary tools and means of verification to support the monitoring process.
3. In addition, Public Schools District Supervisors (PSDSs), School Heads, and other relevant field personnel are directed to assist the monitoring team during these activities. They are expected to facilitate coordination and provide the necessary support to ensure the effective and efficient monitoring of the semi-expandable properties across the districts.
4. All participants are encouraged to continuously support and value equality and diversity in all activities related to this endeavor.
5. Immediate dissemination of this Memorandum to all concerned is desired.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent:

**JANETTE G. VELOSO, CESO VI**  
Assistant Schools Division Superintendent

CID/elm

FN: Regular Monitoring and Reporting of Semi-Expandable Properties



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