



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION



**REGIONAL MEMORANDUM**

ORD-2024- 906

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**

**FROM :** **JOCELYN DR ANDAYA**  
 Director IV

*JAY*

**SUBJECT :** **HAULING OF ICT ITEMS AT THE TRANSPAC WAREHOUSE, CARMONA, CAVITE**

**DATE :** September 06, 2024

1. Division Offices are informed that DepEd-NCR is one of the recipients of the remaining ICT items stored at the Transpac Cargo Logistics Warehouse located in Carmona, Cavite. Following the meeting held by the Asset Management Division of the Central Office on August 8, 2024 and upon submission of a letter by this Office, the Central Office issued the list of items. Attached is the Distribution List per Division.
2. In this connection, considering that there is no provision of fund for hauling, the Division Offices are advised to haul the items using their local fund/resources. The hauling should be completed not later than September 13, 2024.
3. The Division Supply Officers are authorized to pick-up the items for their respective Divisions and to cause the distribution to the recipient schools based on needs analysis
4. For information and compliance.



Address: 6 Misamis St., Bago Bantay, Quezon City  
 Email address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
 Website: [depedncr.com.ph](http://depedncr.com.ph)

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