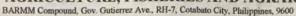


Republic of the Philippines

Bangsamoro Autonomous Region in Muslim Mindanao

MINISTRY OF AGRICULTURE, FISHERIES AND AGRARIAN REFORM





MEMORANDUM NO. 607-16 Series of 2020

TO SUPPLY & GENERAL SERVICE OFFICER-

REGIONAL OFFICE

ALL PROVINCIAL ADMINTRATIVE OFFICERS

FROM THE MINISTER

DATE **OCTOBER 14, 2020**

SUBJECT INVENTORY OF OFFICE EQUIPMENT, FURNITURE AND

FIXTURES

It has been observed that the Commission on Audit (COA) has consistently cited in several findings and observations the unreliability of the balance of this Department's Property, Plant and Equipment accounts due to, among others, non-submission of the Report on the Physical Count of Property, Plant and Equipment (RPCPPE).

On the other hand, the complete inventory of equipment is required by the Department of Budget and Management (DBM) in support to the Ministry's budgetary request for equipment.

In this connection, All Provincial Administrative Officers and Regional Supply and General Service Officers are strictly enjoined to prepare and submit the inventory.

This report shall be initial basis for our next steps in the inventory process. assessment of the office requirements/requests, agency budget proposal, and procurement/ disposal program.

The inventory report should be submitted on or before October 19, 2020 to the MAFAR Regional Office (Attention: Ms. Arphia T. Ebus, the Chief of Staff: 09177204835/ mafar@bangsamoro.gov.ph)

Everyone is reminded that Section 122 of Presidential Decree No. 1445 provides that failure on the part of the officials concerned to submit the required inventory shall automatically cause the suspension of payment of their salaries until they have complied.

BANGSAMORO AUTONOMOUS AFGION IN MUSLIM MINDANAO For Information and STRICT COMPLIANCEON Office of the Minister RELEASED 2020 -10- 15 Time: 9'.009m Date MOHAM (ACOB, PhD By: Minister