



February 19, 2019

REGIONAL MEMORANDUM

No. 089, s. 2019

**INVENTORY OF SCHOOL FURNITURE AND PLANNING FOR THE TOTAL REPLACEMENT OF ARMCHAIRS
TO 2-SEATER TABLE AND CHAIR SET**

TO: Schools Division Superintendents
Division Planning Officers
Division Engineers
This Region

1. The Department of Education is proposing to replace all armchairs into 2-Seater Table and Chair set within the period of three to nine years.
2. In line with this, we would like to request the Division Planning Officers and Division Engineers to fill out the attached form for the inventory of school furniture and planning development plan. Soft copy of the template and list of procurement for the 2-Seater Table and Chair Set from 2018 to 2019 were already given to the Division Engineers. Deadline of the submission of the filled out form will be on February 22, 2019.
3. Immediate dissemination of this Memorandum is desired.


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