



Republic of the Philippines
Department of Education
Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

April 23, 2026

DIVISION MEMORANDUM
NO. 281, S. 2026

2nd USER ACCEPTANCE TESTING OF ASSET MANAGEMENT SYSTEM

To: Asst. Schools Division Superintendent
Chief Education Supervisor, CID & SGOD
All Public Schools District Supervisors
Public School Heads (Elementary & Secondary)
All Others Concerned

1. The Department of Education-Division of Sagay City will conduct a **2nd User Acceptance Testing (UAT)** for the **Asset Management System** on **April 29, 2026**, for all Supply Office personnel and School Property Custodians, in two batches at the **Division Conference Room**, as follows:

- **Batch 1 (8:00 AM – 12:00 NN):** Districts 1-A, 1-B, 1-C, 1-D, and 2-A
- **Batch 2 (1:00 PM – 5:00 PM):** Districts 2-B, 3-A, 3-B, 3-C, and 3-D

2. Participants are advised to bring their laptops and extension cords during the activity.

3. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors, or personal circumstances that run counter to the principles of equal opportunity.

4. For information and compliance.

DANNIE CLARK M. UGUIL
Assistant Schools Division Superintendent
Officer In-charge
Office of the Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

Asset Management System (ASM) LOCALIZED SYSTEM

/ictu-jvu-iTAMS-ASM-SDOSagayCity-2026



Address: Sitio Chloe, Barangay Rizal, Sagay City, Negros Occidental 6122
Email Address: sagay.city001@deped.gov.ph
Website: <https://depedsagay.com>