




ACTION PLAN ON DISPOSAL OF UNSERVICEABLE PROPERTY, PLANT EQUIPMENT (PPE)

	Activity	Expected Output	Time Frame	Responsible Person
1	Inventory of Unserviceable Properties	Inventory and Inspection Report of Unserviceable Property (IIRUP)	July 1 to July 28, 2021	Inventory Committee
2	Request for Inspection and Appraisal Prepare letter to the Resident Auditor	COA Appraisal Report	July 28 to August 13, 2021	COA, Inventory, Disposal and Appraisal Committee
3	Determination of Modes of Disposal	Modes of Disposal	August 16-18, 2021	Inventory, Disposal and Appraisal Committee
4	Dropping from the Books of Accounts		After Disposal	Accounting Section


Prepared by:


NILO L. ALCOBER
Supply Officer I

Reviewed by:


EDEN P. PALACIOS
Administrative Officer IV

Verified by:


GEMMA P. DELOS REYES
Officer-In-Charge, MSD

Approved:



IMELDA M. DIAZ
OIC, PENR Officer



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