 **MEMORANDUM RECEIPT OF PROPERTIES**

First Semester, A.Y. 2025-2026

**Room/Department: Computer Studies Department**

**QUANTITY PARTICULARS REMARKS**

10 units Computer Desktop-- N-Vision

Rom—SSD-M2- 512 Gb- Fasspeed

Mother Board- MSI B450 A Promax

CPU- Ryzen 5 5600g 6 cores Good Condition

RAM—16 Gb Fasspeed- 3200 mhz

Power Supply- 700 watts Bosston

10 units System Unit- Bosston

10 units Keyboard- Leaven

10 units Mouse – Leaven

10 units UPS—Secure Good Condition

10 units Headset

10 units Mouse Pad

The properties listed above are dully-turned over to the undersigned for official use only. The undersigned binds himself/herself to take good care of the said properties while on his/her position/control or until this Memorandum Receipt is revoked. Any losses or damages resulting from negligence or improper use by the undersigned or the other parties under him/her will be charged to his/her account. The properties listed above shall not be used or brought outside the campus without permission from the Property Custodian and the College President.

The above stated properties shall not be transferred to any office or brought outside the premises of the college compound except with the written permission from the Property Custodian and the College President.

**Properties received by:**

**JETRO S. ALMODAL** Date received:

*Classroom In-charge*

**Endorsed by:**

**VERGELIO O. CABAHUG**

*Property Custodian*

**Approved by:**

**MARIANO JOAQUIN C. MACIAS JR., Ed.D**

*College President/Chairman, BOT*