



Republic of the Philippines

**Bangsamoro Autonomous Region in Muslim Mindanao**  
**OFFICE OF THE CHIEF MINISTER**

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

MEMORANDUM

Order No. 166<sup>aj</sup>  
Series of 2024

**TO :** ALL CONCERNED  
Office of the Chief Minister  
Bangsamoro Autonomous Region in Muslim Mindanao

**SUBJECT :** RECOMPOSITION OF THE TECHNICAL WORKING GROUP  
FOR THE INVENTORY AND DISPOSAL COMMITTEES

**DATE :** 23 April 2024 | 14 Shawwal 1445

To assist the Inventory and Disposal Committees of this Office in the implementation of its plans and execution of expected functions, the Technical Working Group (TWG) is hereby recomposed, as follows:

- |                                |                                    |
|--------------------------------|------------------------------------|
| 1. RASDIA A. MOKAMAD           | - AMS-Property and Supply Division |
| 2. JEHAD AL-GHAFUR D. AMPATUAN | - AMS-Property and Supply Division |
| 3. ASHRAF M. MOHAMMAD          | - AMS-Property and Supply Division |
| 4. SARAH MAE M. LAKIM          | - AMS-Property and Supply Division |
| 5. ERMON L. PANES              | - FMS-Accounting Division          |
| 6. SITTIE AILYSA G. PASIGAN    | - FMS-Accounting Division          |
| 7. HOMAIRAH M. USMAN           | - AMS-General Services Division    |
| 8. ENGR. ABDULJAMEE M. CANDIA  | - AMS-General Services Division    |
| 9. SITTIE MALICAH L. GUIANA    | - AMS-General Services Division    |

The TWG shall have the following functions:

- Assist the Inventory Committee from the conduct of physical count of properties and assets owned by the Office of the Chief Minister to consolidation of data and preparation of reports in accordance with the standard forms;
- Assist the Disposal Committee from the inventory and inspection of unserviceable properties to identification of modes of disposal, actual disposition, and preparation of necessary documents;
- Assist both committees on the appraisal of properties with or without records of value/cost found in the existing documents;
- Provide suggestions and recommendations to the committees in relation to the above functions; and

- e. Perform other functions as may be assigned by the Inventory and Disposal Committees.

This Memorandum Order shall take effect immediately and shall remain in full force until further directives. This order supersedes all issuances, memoranda, or orders inconsistent herewith.

For information and strict compliance.

**NARCISA D. MACOG**  
Chairperson  
Inventory and Disposal Committees

OCM-BARMM AMS-RD  
AAA161032



Bangsamoro Autonomous Region in Muslim Mindanao  
Office of the Chief Minister  
AMS Director's Office  
**RELEASED**  
Date: MAY 06 2024 Time: 10:50 am  
Name: Jonah Mae Signature: [Signature]

Bangsamoro Autonomous Region in Muslim Mindanao  
OFFICE OF THE CHIEF MINISTER  
Records Division - AMS  
**RELEASED**  
BY: Bhai Elham M. Hadji Guial  
DATE: 06 MAY 2024  
TIME: 10:17 Am

**RECEIVED FOR ROUTING**  
By: Masnah K. Madimbang  
Date: 06 MAY 2024  
Time: 10:10 AM