



Republic of the Philippines
Department of Education
Region V (Bicol)
SCHOOLS DIVISION OF CATANDUANES
Virac, Catanduanes

Email Add: catanduanes@deped.gov.ph/catanduanesdiv5@dmuail.com
Website: www.deped.gov.ph/catanduanes.com Tel No.: (052) 311-48-63



RELEASED

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RECORDS SECTION

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DIVISION MEMORANDUM


No. 23, s. 2017

**ORIENTATION-WORKSHOP ON NATIONAL SCHOOL BUILDING INVENTORY (NSBI) SYSTEM
FOR SY 2016-2017**

TO: School Heads of Public Elementary and Secondary Schools
EBEIS/LIS Coordinators
All Other concerned

- Pursuant to DepEd Order No. 1, s. 2017 dated January 6, 2016 re: Guidelines on the National Inventory of DepEd Public School Buildings for School Year 2016-2017, all public elementary and secondary schools are directed to participate in the National School Building Inventory (NSBI) updating.
- In this regard, orientation-workshop will be conducted on February 21-25, 2017 by cluster/zone. All schools located in:

Secondary Schools	- Cluster 1, February 21, 2017
Zone I (Virac and San Andres)	- Cluster 2, February 22, 2017
Zone II (Bato, San Miguel, Baras and Gigmoto)	- Cluster 3, February 23, 2017
Zone III (Viga, Panganiban and Bagamanoc)	- Cluster 4, February 24, 2017
Zone IV (Caramoran and Pandan)	- Cluster 5, February 25, 2017
- Venue to be announced later.
- The objective of the orientation-workshop:
 - Orient the school heads and coordinators on the NSBI forms, system, policies and standards.
 - Capacitate the school heads and coordinators in the conduct of National Inventory of DepEd Public School Buildings, and
 - Provide an updated and more accurate and comprehensive baseline data of school buildings in all DepEd public school for use in planning, budgeting and decision making.
- Participants to this orientation are all public elementary and secondary school heads and one (1) EBEIS/LIS/ICT Coordinators. Integrated Schools: 1 school head, 1 elementary and 1 secondary coordinator. Clustered Schools: 1 school head or representative and 1 coordinator per school. Please bring laptop, pocket wifi/broadband, extension wire and manual accomplished NSBI forms.
- Transportation expenses and a registration fee of Tw Hundred Fifty Pesos Only (P250.00) shall be charged to the participants to cover lunch and two (2) snacks chargeable against school MOOE/local funds expenses subject to usual accounting and auditing rules and regulations while the Division Office personnel shall be charged against Division HRTD Fund. Secondary (IUs) school participants will have to pay cash for the issuance of official receipt by the SDO Cashier.


SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent