

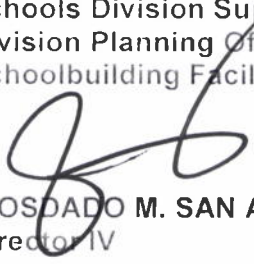


Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
Gate 2, Karangalan Village, Cainta Rizal



REGIONAL MEMORANDUM
NO. 391, s. 2016

TO : Schools Division Superintendents
Division Planning Officers, Division Engineers and Focal Person for
Schoolbuilding Facilities

FROM : 
DIOSDADO M. SAN ANTONIO
Director IV

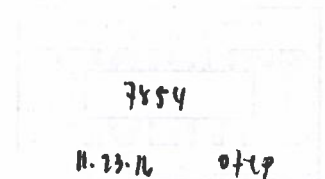
SUBJECT : NATIONAL INVENTORY OF DEPED PUBLIC SCHOOL BUILDINGS FOR SY
2016-2017

DATE : NOVEMBER 21, 2016

1. The Department through the Office of **JESUS L.R. MATEO**, Undersecretary for Planning and Field Operations, Department of Education, ULTRA Compound, Pasig City, issued an Unnumbered Memorandum dated November 10, 2016 regarding the above subject. In view thereof, you are hereby requested to advise your Division Planning Officers, Division Engineers and Division Focal Person for Physical Facilities for those without Division Engineers to attend this activity. The venue for this meeting will be at the **Hotel St. Ellis, Town Proper, Legazpi City** on **November 27-29, 2016** (inclusive of travel time).
2. The purpose of this is to Orient, Capacitate and provide ~~and~~ updated and more accurate and comprehensive baseline data on school buildings in all DepEd Public Schools for use in planning, Budgeting and decision making.
3. Expenses incident to this travel shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. For information and compliance.

Incl: As stated

essd/2016



DepEd Region IV-A
DIRECTOR'S OFFICE
NOV 17 2016
Time: _____

Ana...



Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

16112432

MEMORANDUM

TO: DepEd ARMM Secretary
Regional Directors
Schools Division Superintendents
All Other Concerned

FROM: *J.R.M.*
JESUS L.R. MATEO
Undersecretary for Planning and Field Operations

SUBJECT: **National Inventory of DepEd Public Schools Building for SY 2016-2017**

DATE: November 10, 2016

1. In line with the goal of Department of Education (DepEd) to establish accurate and comprehensive data on school buildings, all public elementary, junior and senior high schools are directed to participate in the National Inventory of DepEd Public School Buildings for SY 2016-2017.
2. As preparatory activity to the nationwide inventory, an **Orientation on National School Building Inventory Forms and System** will be conducted, which aims to:
 - a. Orient the DepEd personnel on the NSBI forms, system, policies and standards;
 - b. Capacitate the DepEd personnel in the conduct of National Inventory of DepEd Public School Buildings;
 - c. Provide an updated and more accurate and comprehensive baseline data of school buildings in all DepEd public schools for use in planning, budgeting and decision making.
3. The schedule of orientations of the different regions are as follows

Date	Clusters	Venue
November 28-29, 2016	Cluster 1 Regions I, II, III and CAR	Baguio City
November 28-29, 2016	Cluster 2 Regions IV-A, IV-B, V and NCR	Legazpi City ✓

EMIS/IT/Training

Date	Clusters	Venue
December 5-6, 2016	Cluster 3 Regions VI, VII, VIII and NIR	Bohol
December 1-2, 2016	Cluster 4 Regions X, XI and CARAGA	Cagayan de Oro City
December 1-2, 2016	Cluster 5 Regions IX, XII and ARMM	Koronadal City

*Exact venue will be announced through an advisory

4. The participants for this orientation will be the Planning Officers and Engineers of all regions and divisions. All are required to bring laptops and extension cord.
5. School-level orientations for the School Heads and School Property Custodians or Physical Facilities Coordinators (PFCs) will be conducted by the Divisions Planning Officers and Engineers.
6. To confirm your attendance please sign up at bit.ly/depedNSBI2016 on or before November 21, 2016.
7. The check-in time of the participants is 2:00 PM and first meal to be served is dinner of Day 0; while the check-out time is 12:00 PM of Day 2.
8. Travel expenses of all participants shall be charged against their local funds. All expenses are subject to the usual accounting and auditing rules and regulations.
9. For clarifications or inquiries, you may contact Education Management Information System Division at telephone numbers: (02) 635-3986, 635-3958 and email address: ps.emisd@deped.gov.ph.
10. Immediate dissemination of and strict compliance with this memorandum is directed.