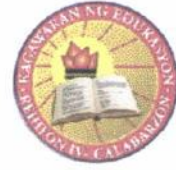




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2, Karangalan Village, Cainta Rizal



REGIONAL MEMORANDUM

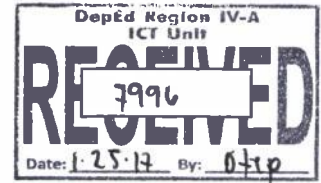
No. 040, s.2017

TO : SCHOOLS DIVISION SUPERINTENDENTS
DIVISION PLANNING OFFICERS
DIVISION ENGINEERS/FOCAL PERSON FOR PHYSICAL FACILITIES

FROM : **DIOSDADO M. SAN ANTONIO**
Director IV

SUBJECT : NSBI SYSTEM ORIENTATION

DATE : JANUARY 24, 2017



The Policy, Planning and Research Division (PPRD) together with the EMISD of DepEd Central Office will conduct a one-day orientation on February 2, 2017 at DAP Conference Center, Tagaytay City to prepare the schools division offices for the upcoming online encoding of the NSBI forms.

The objectives of this orientation are:

- 1) To capacitate the division offices in using the NSBI system
- 2) To discuss issues and concerns related to the conduct of the NSBI

Participants of this activity are the Schools Division Planning Officers and Division Engineers (or Division Focal Person for Physical Facilities). Participants are required to bring their own laptops and extension cords.

First meal to be served is Dinner on February 1 (Day 0) while the last meal is PM Snacks on February 2 (Day 1). Participants are requested to register thru <http://tinyurl.com/NSBIWORKSHOP> on or before January 26, 2017.

Payment for the food and accommodation will be charged against Regional funds. Traveling costs and other incidental expenses for this orientation shall be charged against local funds subject to the usual accounting rules and regulations.

Immediate dissemination of this Memorandum is desired.

