



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUNOZ

April 12, 2023

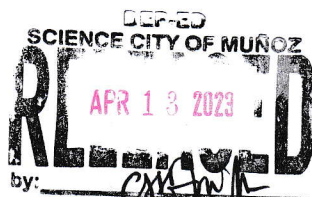
SCHOOLS DIVISION MEMORANDUM


No. 169, s. 2023

SCHOOLS DIVISION ORIENTATION ON THE GUIDELINES IN THE CONDUCT OF THE NATIONAL SCHOOL BUILDING INVENTORY (NSBI) FOR SY 2022-2023

To: Assistant Schools Division Superintendent
Chief Education Supervisor
Public Elementary and Secondary School Heads
All Others Concerned

1. The School Governance and Operations Division (SGOD) together with the Property and Supply Section will hold a virtual orientation about the Guidelines on the Conduct of the National School Building Inventory for School Year 2022-2023 on April 13-14, 2023, 3:00 p.m. – 5:00 p.m. via MS Teams.
2. This activity aims to:
 - a. orient all concerned personnel regarding the procedure on the conduct of NSBI 2023;
 - b. discuss the roles and responsibilities of SDO and schools;
 - c. discuss the NSBI Forms; and
 - d. inform the validation quota, timelines, monitoring and evaluation of NSBI 2023.
3. The target participants to this orientation are all School Heads, School Property Custodians and BEIS School Coordinators.
4. Participants are requested to login before 3:00 p.m. and the link will be sent a day before the activity.
5. For clarification, you may contact Engr. Marlon V. Siminig, Planning Officer III at marlon.siminig@deped.gov.ph and Engr. Alvin D. Tangonan, Senior Technical Assistant II at alvin.tanganan@deped.gov.ph.
6. Immediate and wide dissemination of this Memorandum is desired.




JOHANNA N. GERVACIO, PhD, CESO V
Schools Division Superintendent



*O*yal, *E*xcellent, *A*ccountable and *D*edicated to *S*ervice

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: munozone.science.city@deped.gov.ph

DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)



Certificate No. 50500731 QM15