

Republic of the Philippines  
 Department of Education  
 Region III  
**SCHOOLS DIVISION OF NUEVA ECIA**  
 Old Capitol Compound, Burgos Avenue, Cabanatuan City

DEPED-NUEVA ECIA  
**RELEASED**  
 JAN 20 2017

**RECORDS SECTION**

January 20, 2017

DIVISION MEMORANDUM

No. 15 s. 2017

**CORRIGENDUM TO THE DIVISION ORIENTATION WORKSHOP ON NATIONAL INVENTORY OF DEPED PUBLIC SCHOOL BUILDINGS FOR SY 2016-2017**

TO: All Public Elementary/  
 Secondary School Principals/  
 Head Teachers/TICs/OICs/  
 District Property Custodians/  
 School Property Custodians/  
 Supply Officers

1. In line with the goal of the Department of Education to established 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. In this connection, a Division Orientation Workshop on the National School Building Inventory will be conducted to:
  - a. Orient the DepEd School personnel (Elementary and Secondary) on accomplishing NSBI Forms;
  - b. Capacitate the school personnel (Elementary and Secondary) in the conduct of the National Inventory of DepEd Public School Buildings;
  - c. Provide technical assistance to elementary and secondary school personnel in the preparation of the Site Development Plan and to;
  - d. Established 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 orientation will be on January 31, 2017 and February 1, 2, 3, 2017. The venue will be announced later.
4. Below is the list of participating schools and their respective schedule:

District/Schools	Number of Participants				
	Elementary			Secondary	
	Principals/ School Heads/TICs /OICs	School Property Custodians	District Property Custodians	Principals/ School Heads/TICs/OICs	School Property Custodians
<b>Day 1 – January 31, 2017 Morning Session</b>					
ALIAGA	23	23	1		
CUYAPO I	20	20	1		
CUYAPO II	23	23	1		
LICAB	13	13	1		
NAMPICUAN	8	8	1		
<b>Sub-Total</b>	<b>87</b>	<b>87</b>	<b>5</b>		
<b>Day 1 - January 31, 2017 Afternoon Session</b>					
GUIMBA EAST	25	25	1		
GUIMBA WEST	30	30	1		
QUEZON	17	17	1		
ZARAGOZA	16	16	1		
<b>Sub-Total</b>	<b>88</b>	<b>88</b>	<b>4</b>		
<b>Day 2 – February 1, 2017 Morning Session</b>					
STO. DOMINGO	27	27	1		
TALAVERA NORTH	21	21	1		
TALAVERA SOUTH	24	24	1		
GEN. TINIO	16	16	1		
<b>Sub-Total</b>	<b>88</b>	<b>88</b>	<b>4</b>		

Day 2 – February 1, 2017 Afternoon Session					
CARRANGLAN	22	22	1		
LLANERA	23	23	1		
LUPAO	21	21	1		
PALAYAN CITY	21	21	1		
Sub-Total	87	87	4		
Day 3– February 2, 2017 Morning Session					
TALUGTUG	20	20	1		
BONGABON	23	23	1		
STA. ROSA NORTH	12	12	1		
STA. ROSA SOUTH	13	13	1		
SAN ANTONIO	19	19	1		
Sub-Total	87	87	5		
Day 3– February 2, 2017 Afternoon Session					
GEN. NATIVIDAD	19	19	1		
GABALDON	20	20	1		
CABIAO	20	20	1		
SAN ISIDRO	12	12	1		
LAUR	17	17	1		
Sub-Total	88	88	5		
Day 4– February 3, 2017 Morning Session					
JAEN NORTH	13	13	1		
JAEN SOUTH	13	13	1		
PANTABANGAN	17	17	1		
PENARANDA	8	8	1		
RIZAL	25	25	1		
SAN LEONARDO	11	11	1		
Sub-Total	87	87	6		
Total	612	612	33		
Day 4– February 3, 2017 Afternoon Session					
ALL SECONDARY SCHOOLS				111	111

5. All participants are required to bring the following:

1. Laptop
2. Extension Cords
3. Pocket Wifi
4. Xerox copy of Certificate of Title (School Site)  
(Note: In the absence of Certificate of Title/Deed of Donations, etc.)
5. Accomplished NSBI Tables 1,2,3,4 and 5

6. A registration fee of Php150.00 and travel expenses may be charged against their MOOE or local funds, subject to the usual accounting and auditing rules and regulations.

7. Immediate and wide dissemination of this memorandum is earnestly desired.

RONALDO A. POZON, Ph. D., CESO V  
Schools Division Superintendent

To be indicated in the Perpetual Index  
under the following subjects:

ERICSON S. SABACAN, Ed.D.  
Officer-In-Charge  
Office of the ASDS

FACILITIES	SAFETY EDUCATION
HEALTH EDUCATION	SCHOOLS
OFFICIALS	SCHOOL BUILDINGS
POLICY	

/PO3  
/RAP