



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Schools Division of Cebu Province

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
No. 131, s. 2023

April 30, 2023

**ORIENTATION ON THE CONDUCT OF THE NATIONAL SCHOOL BUILDING
INVENTORY (NSBI) FOR SY 2022-2023**

To : Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to DepEd Memorandum OUA-OUT-031523-004 on March 15, 2023 from Undersecretary for Administration, Kristian R. Ablan, stipulating the Guidelines in the Conduct of the National School Building Inventory (NSBI) for School Year 2022-2023, this Office announces the conduct of an Orientation and Updating of the National School Building Inventory (NSBI) for SY 2022-2023 on May 10, 2023 at DepEd Ecotech Center, Sudlon, Lahug, Cebu City, from 9:00 AM to 5:00 PM.
2. This activity aims to maintain a complete and accurate inventory of school infrastructure and its inclusions - buildings, classrooms, furniture, and other facilities, to support data-driven and evidenced-based planning, budgeting, resource allocation and decision making.
3. Participants to this orientation are the Public Schools District Supervisors, Central School Principals, Secondary Lead School Principals, Education Facilities Coordinators/District Property Custodians, and BEIS in charge of the Central School (5 participants per district).
4. Facilitators/Members of the PMT are directed to be at the venue on Day Zero (May 9, 2023) for the ocular inspection and for the preparation of activity materials to be used during the activity.
5. All participants are advised to observe the minimum public health protocols during the conduct of the activity. The Medical Section, through Dr. Asterterrie A. Bernales & Dr. Virgilio C. Tantuico is hereby directed to assign at least two (2) nurses to be at the training venue throughout the entire duration of the activity.





Address: DepEd Cebu Province, IPHO Bldg., Sudlon, Lahug, Cebu City
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6. Expenses of the said activity, such as venue, accommodation, and meals of the facilitators/speakers and the participants, (including Day Zero accommodation on May 9, 2023 and breakfast on May 10, 2023 of the facilitators and the participants from the island districts) shall be chargeable against the 2023 HRD Program Support Fund/2022 Continuing HRD Fund/INSET Fund, while travel and other incidental expenses of the participants from the District Offices shall be charged against their schools' MOOE/Local Funds, subject to its availability and the usual accounting and auditing rules and regulations.

7. This Memorandum serves as Authority to Travel of the participants.

8. Wide dissemination and strict compliance of this memorandum is desired.


SENEN PRISCILO P. PAULIN, CESO V
Schools Division Superintendent 

SGOD/EFS/PRS/ARA

Enclosure 1 Program of Activities: Orientation on the Conduct of the National School Building Inventory (NSBI) for SY 2022-2023 on May 10, 2023

Time	Activities	Person In-Charge / Speaker
8:00AM-9:00AM	Part 1: Registration	Education Facilities Section & Planning & Research Section
9:01AM-9:30AM	Part 2: Opening Program National Anthem & Sugbo Hymn Prayer Welcome Message Acknowledgment of Participants Rationale/Statement of Purpose Inspirational Message	Multi-Media Presentation Multi-Media Presentation Dr. Lorenzo M. Dizon <i>Assistant Schools Div. Superintendent</i> Dr. Pamela A. Rodemio <i>Assistant SGOD Chief</i> Dr. Gladys S. Balagtas <i>SGOD Chief</i> Supt. Senen Priscilo P. Paulin <i>Schools Division Superintendent</i>
ORIENTATION PROPER		
9:31A.M.-4:00 P.M.	Topics: <ul style="list-style-type: none"> • Guidelines in the Conduct of the National School Building Inventory (NSBI) and Presentation of School Buildings • National School Building Inventory (NSBI) Forms for SY 2022-2023, Encoding and Reversion Process 	Engr. April Y. Custodio <i>Division Engineer</i> Mrs. Agustina R. Albiso <i>Division Planning Officer</i>
	Monitoring & Evaluation	Dr. Roderic T. Goles <i>Senior Education Program Specialist-M&E</i>
	Closing Prayer	Claire Therese C. Jusay <i>Administrative Assistant II</i>
Emcee: Claire Therese C. Jusay		