



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
**CORDILLERA ADMINISTRATIVE REGION**

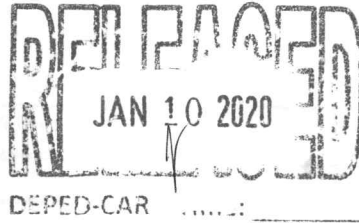
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January 9, 2020

Regional Memorandum


No. 018.2020



**CONDUCT OF SIMULTANEOUS SYSTEM ORIENTATION AND VALIDATION FOR THE  
NATIONAL SCHOOL BUILDING INVENTORY FOR SY 2019-2020**

TO: Schools Division Superintendents  
All others Concerned  
All Schools Division Offices

1. Relative to the Memorandum issued by USEC Jesus L.R. Mateo regarding the conduct of the simultaneous system orientation and validation for the national school building inventory for SY 2019-2020, this Office through the Policy, Planning and Research Division (PPRD) will hold a one-day orientation for Division Planning Officers and one (1) School Learner Information System (LIS) Coordinator/School Property Custodian from each Schools Division Office to be conducted by EMISD-Planning Service, Central Office representatives at the R-NEAP, Wangal, La Trinidad, Benguet on January 13-15, 2020 inclusive of travel days.
2. Please see attached said Memorandum for details.
3. Actual school visitations will be conducted at the Schools Division of Benguet.
4. Board and lodging expenses of participants from the SDOs will be charged to downloaded funds from the Central Office while travelling expenses and other incidental expenses will be charged against local funds subject to the usual accounting and auditing rules and regulations. First meal to be served is dinner on January 13, 2020 while last meal is lunch on January 14, 2020 with afternoon snacks.
5. Please be guided accordingly.

  
**MAY B. ECLAR PhD, CESO V**  
Regional Director

PPRD/PDE/jen

sent to all divisions  
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