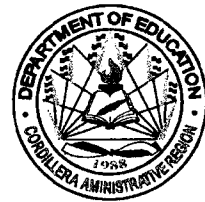





Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



REGIONAL MEMORANDUM

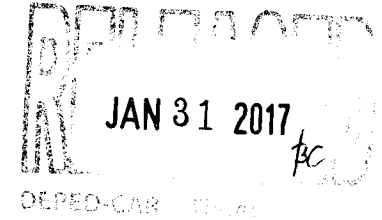
NO.: 039 - 2017

To: ALL SCHOOLS DIVISION SUPERINTENDENTS

From: 
BEATRIZ G. TORNO, Ph.D., CESO IV
Assistant Regional Director
Officer In-Charge
Office of the Regional Director

Date: January 30, 2017

Subject: **REGIONAL ORIENTATION ON THE NATIONAL SCHOOL BUILDING
INVENTORY (NSBI) ONLINE SYSTEM**



Pursuant to the Memorandum (DM-PFO-2017-0076) from Undersecretary Jesus L.R. Mateo dated January 12, 2017, the schedule for the Regional NSBI Online System Orientation will be on February 3, 2017 at the NEAP-CAR, DepED-CAR, Wangal, La Trinidad, Benguet. The objectives of the one-day activity are to orient all personnel in charge of the NSBI processes and systems and address issues and concerns relative to the conduct of the said inventory.

The participants to the orientation are the Regional and Division Engineers, Planning Officers, and Information Technology Officers, Division Physical Facilities Coordinators (If Any), and Division Planning Staff in-charge of encoding. Resource speakers will come from the EMISD, Planning Service of the Central Office while the Secretariat will come from the Policy, Planning, and Research Division (PPRD).

Transportation, board and lodging, and other incidental expenses of participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations. Division participants who wish to stay in the NEAP-CAR will coordinate with the Dormitory Manager at telephone number 074 – 422 – 5500. Snacks and lunch during the orientation including supplies and materials will be charged to the downloaded 2016 EBEIS funds.

To ensure the smooth flow of the orientation activity, participants are advised to bring the following for use during the workshop:

1. Accomplished NSBI Forms and the School Account (username and password) of any School in their respective divisions (at least two); and
2. Laptops, extension cords, and portable wifi

For more inquiries, please contact Engr. Christopher B. Hadsan at christopher.hadsan@deped.gov.ph or Janet M. Ambucay at janet.ambucay@deped.gov.ph.